Board of Public Works
Regular Meeting
Amended Agenda
Thursday June 18, 2020
6:00 p.m. WebEx Meeting
https://bristolct.my.webex.com/bristolct.my/j.php?MTID=mc40f6b44c65333bd10681268dffb831c
WebEx Meeting Link
Join Via Link above or Call in: 1-408-418-9388
Password: 123456

1. Call To Order

2. Board Of Public Works Minutes Of The Previous Meeting

   A. BPW Minutes May 21, 2020

      Documents:

      BPW Minutes21MAY20.Draft.pdf

3. Employee Recognition

   A. June Work Anniversaries
      Steven Bull - 5 Years
      Josh Corey - 16 Years
      Carlos Dacruz - 5 Years
      James Divirgilio - 5 Years
      Richard Latko - 21 Years
      Luis Lorenzo - 7 Years
      Brandon Michaud - 8 Years
      Lindsey Schaffrick - 1 Year
      Don Tardif - 5 Years

4. Concerns And Petitions From The Public

5. Correspondence

   A. Memo- Sustainable CT 2020 Application

      Documents:

      Memo_SCT.Application2020.6.8.20.pdf

   B. Memo-Outdoor Classroom

      Documents:

      Memo.OutdoorClassroom.pdf

   C. Memo-Recycling Cost Update

      Documents:

      Memo.RecylingCostUpdate 6 11 20.pdf

D. Memo-City Hall Renovations

Documents:

Memo.CityHallRenovation.pdf

6. Public Works Divisions Reports

A. May Division Report

Documents:

PublicWorksMayDivisionReport.pdf

7. Public Works Project Schedule

A. Project Schedule

Documents:

June 2020 project Schedule.pdf

8. Director's Verbal Report

9. Review Of Public Works Budgets

A. Current Financials

Documents:

CurrentFinancials.pdf

10. Unfinished Business

11. New Business

A. Announcing The 2020 Reduce, Reuse, Recycling Poster Contest Winners Grades 9-12 -Phase 1

Documents:

Announcing the 2020 Reduce Reuse Recycling Poster Contest Winners grades 9-12 (2).pdf

B. Memo-City Council Damato Lease

Documents:

Memo.CityCouncilDamatoLease.6 11 20.pdf

C. Memo-Bloom Energy Request To Lease

Documents:

Memo.BloomEnergyRequesttoLease.pdf

D. BOF Transfer -PW 611 Paving

Documents:

BOF.TransferPW611Paving12JUN20.pdf

E. BOF Transfer- PW 611 Trench Dewatering Pump

Documents:

BOF.TransferPW611TrenchDewateringPump12JUN20.pdf

F. BOF Transfer PW 611 Water Dept. Truck

Documents:

BOF.TransferPW611WaterDeptTruck12JUN20.pdf

12. Addendum

A. BOF Transfer- PW 611 Various

Documents:

BOF.TransferPW611Various12JUN2020..pdf

B. City Council Referral To Sell City Owned Property On Gina Street

Documents:

CityCouncilReferralGinaStreet.pdf

13. Adjournment

14. Signature

_____

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

Minutes of Board of Public Works
WebEx Regular Meeting
Thursday May 21, 2020
6:00 p.m. WebEx meeting

Members Present:

Ellen Zoppo-Sassu, Chair
Council Member, Mary Fortier
Council Member, Gregory Hahn
Council Member, Peter Kelley
Commissioner Michael Dumas
Commissioner Frank Stawski
Commissioner Donald Padlo

Absent:

Staff Present:

Raymond A. Rogozionski, Director of Public Works

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair called the meeting to order at 6:02 p.m.

2. Board of Public Works Minutes of the Previous Meetings

A. Board of Public Works Meeting Minutes April 16, 2020

Motion made by Commissioner Dumas and seconded to approve the meeting minutes as presented. Motion passed.

3. Employee Recognition

A. May Work anniversaries were recognized.

4. Concerns & Petitions from the public

None.

5. Correspondence

A. DPW COVID-19 Continuity Restart

B. Spring/Summer Paving List

No motions made.

DRAFT

6. Public Works Division Reports

A. April 2020 Division Report

Motion made by Commissioner Padlo and seconded to accept as presented and place on file. Motion passed.

7. Public Works Project Schedule

A. Project Schedule

Motion made by Council Member Hahn and seconded to accept as presented and place on file. Motion passed.

8. Director's Verbal Report

Director Rogozinski gave a verbal report to the board.

Motion made by Commissioner Padlo and seconded to accept as presented and place on file. Motion passed.

9. Review of Public Works Budgets

A. April 2020 Financials

Motion made by Council Member Hahn and seconded to accept as presented and place on file. Motion passed.

10. Unfinished Business

None.

11. New Business

A. BOF Transfer Louisiana St Bridge to Mellen St Bridge

Motion made by Council Member Fortier and seconded to transfer $149,854. Motion Passed.

B. Memo- D'Amato Purchase/Lease Request of Property

Motion made by Council Member Fortier and seconded to forward a recommendation to City Council to approve D'Amato Realty One LLC's request to purchase/lease or obtain an easement over a portion of the City owned property located adjacent to Covanta identified as Lot 4-17. Motion Passed.

DRAFT

C. Memo- DPW Equipment Auction

Motion made by Council Member Fortier and seconded to authorize the Department of Public Works to work with the City's Purchasing Department to auction an automated collection truck, pick up, generator and asphalt infrared heater. Motion Passed.

D. Memo-DPW Plow Specification

Motion made by Council Member Fortier and seconded to authorize the Department of Public Works to revise current snow plow specification from butterfly to straight style plow. Motion Passed.

E. Memo- DPW Asset Management Fleet

Motion made by Council Member Fortier and seconded to authorize the Department of Public request BOF approval to proceed with an Asset Management system for DPW Fleet Division instead of the previous approved system for the Building Maintenance system. Motion Passed.

12. Addendum

13. Adjournment

Motion made by Commissioner Stawski and seconded to adjourn. Motion passed.

Meeting adjourned at 6:53 p.m.

This meeting was recorded.

Respectfully submitted,

_____

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

DRAFT

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 8, 2020

TO: Raymond Rogozinski, P.E. – Public Works Director
FROM: David Oakes, Public Works Facilities & Energy Manager

RE: 2020 SustainableCT Early Application Filing

Our early Spring 2020 application filing for SustainableCT resulted in 400 approved points (the minimum needed for Silver Level) and one approved Equity Toolkit for the Work of Heart Outdoor Classrooms. The City will need to complete two more Equity Toolkits for the final August 28th filing, which will be satisfied by the upcoming Solar For All campaign and Walk Audit scheduled for August 2020.

The Sustainability Team is working with CT GreenBank and PosiGen staff on the Solar For All campaign now. SustainableCT has already reviewed our drafted Equity Toolkit for the August Walk Audit and provided positive feedback. We are on the right path according to SustainableCT staff, and will work with our assigned Equity Coach (Esther Jean-Marie) to confirm our submissions for Solar For All and the Walk Audit will meet their Equity Toolkit requirements for approval.

I will be working with our newly assigned SustainableCT Fellows (Hope Marino and Anthony Simpatico) to strengthen and improve our application over the next several months, with feedback provided from the early application review and their sharp young minds.

My sincere thanks to Ms. Lindsey Rivers on all her work on the Work of Heart Outdoor Classrooms and assistance with the Solar For All campaign and the Walk Audit and associated Equity Toolkits.

City of Bristol
Public Work Department
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 10, 2020
To: Board of Public Works
Cc: Raymond A Rogozinski, P.E., Director of Public Works
From: Lindsey Rivers, Public Works Analyst

RE: Bristol Gardens and Outdoor Classroom a Work of Heart

CPTV has chosen the Bristol Gardens and Outdoor Classroom projects to be filmed and highlighted for their sustainability piece for the 2020 year. The DPW staff has been working with CPTV since February and we are scheduled to start taping the week of June 22nd.

We will be filming at Edgewood School and Ivy Drive School. A vegetable garden will be installed at Edgewood School and an enclosed chalkboard will be constructed at Ivy Drive. The main part of the taping will be the construction of both the gardens and chalkboard. In order to facilitate filming materials are currently being precut.

Students from each school will be providing assistance for planting at each garden. The DPW staff that will be performing the work during filming will be the carpenter and a laborer from the Street Division (anticipated to be Peter English & Ryan Moriarty) along with myself, Sarah Larson, Jason Morrocco, Dawn Nielsen and the Mayor (if available).

Department of Public Works | 860.584.6125

DATE: June 11, 2020

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

RE: Recyclables Processing Cost Update

As indicated at a previous meeting, the cost to process City collected recycling increased dramatically from a $9/ton credit in FY 2018-19 to a cost in January of 2020 of approximately $87/ton. The January cost of $87/ton was calculated in accordance with the City's regional disposal contract through BRFFOC that is based in part on the commodity price of the recyclable components within the recycling stream and an $80/ton base fee. The contract price is adjusted based on the market price of individual components indicated below.

Based on the current market of recycling products the price to process market prices has decreased to $72.67. A summary of the recycling stream components is provided below:

Commodity	Recyclable Stream % (per contract)	June-Nov Ave Unit Cost ($/tons)
OCC (cardboard)	13.40	110.00
Mixed Paper	50.00	10.00
Glass	18.00	-70.0
Steel Cans	2.00	71.43
Aluminum	0.25	740.00
Natural HDPE	0.60	760.00
Colored HDPE	0.75	60.00
PET	2.00	145.00
Residue (Rubbish)	12.00	-85.0

The current budget is based on $70/ton recycling processing rate and the FY2020-21 budget is based on $85/ton.

It should also be noted that during the coronavirus pandemic solid waste collections in the region reported an increase of approximately 14%. The City of Bristol has seen an increase of approximately 9%.

Please feel free to contact me with any questions / concerns at 860-584-6113.

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 11, 2020

TO: Mayor Ellen Zoppo-Sassu
Board of Public Works

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

Re: City Hall Renovation Project Presentation

The Board of Finance as part of the City's Capital Improvement Program approved funding in the amount of $1,300,000 for architectural and engineering services to design renovations to City Hall. Construction cost are estimated at $31,000,000.00.

Prior to initiating the project the DPW has arranged for a presentation of the concept design prepared by Studio Q Architects and the cost estimates prepared by Gilbane Construction to the Board of Public Works in order to gain input on the proposed renovations project.

A copy of the CIP budget request form for the project along with a link to a video of the concept design (previously provided) is attached for reference purposes.

https://drive.google.com/drive/folders/1NjIzM6zMSmRuyAS54y61Np0twT5AtE0F

Please feel free to contact me with any questions or concerns at 860-584-6113.

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

City of Bristol
Capital Improvement Project Request Form

Department A1 Public Works - Building Facilities **Date:** 1/24/2020 rev 2/13/20 rev 3/9/20

I. PROJECT DESCRIPTION

A. Project Name: City Hall Building Renovation, Addition & Site Improvements

B. Overall goal of this project: Renovate "as new" City Hall with addition & site improvements

II. DETAILED PROJECT COSTS

A. Total Project Cost: $ 32,750,000

ESTIMATED EXPENDITURES BY FISCAL YEARS

	PREVIOUS COSTS	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
1. Planning							
a. Engineering							
b. Architectural	$ 350,000	$ 1,300,000					
2. Land							
a. Estimated Cost							
3. Construction							
a. Estimated Cost			**$ 31,100,000**				
Note 1: Construction cost estimate perfromed by Gilbane Inc.							
4. Equipment							
a. Equipment							
b. Furnishings							
c. Other							
5. Salaries							
a. Overtime							
b. Fringe Benefits							

	FY 26/27	FY 27/28	FY 28/29	FY 29/30	TOTAL	FUTURE YEARS
1. Planning						
a. Engineering						
b. Architectural						
2. Land						
a. Estimated Cost						
3. Construction						
a. Estimated Cost						
4. Equipment						
a. Equipment						
b. Furnishings						
c. Other						
5. Salaries						
a. Overtime						
b. Fringe Benefits						

CAPITAL IMPROVEMENT PROJECT REQUEST FORM - PAGE 2

III. Narrative

Please be as descriptive as possible, attach any cost estimates, quotes and/or any feasibility studies, received to date to help prepare this submission. This narrative will be sent to Bond Counsel.

Renovate City Hall "as new" existing building with addition on the east (front) of building to provide ADA at grade access, handicap parking along front of building, and new façade (front/ east face of building). Renovations include complete replacement of building mechanicals and HVAC equipment along with "as new" renovation (57,000 SF) & 7,000 SF addition.

Project also include upgrades to PD Coomplex (former court area). Referenced space will serve as temporay / swing space for City Hall employees during phased renovations.

E. Was a request submitted regarding this project in the past? If yes, when?_____

IV. REASON FOR PROJECT/BENEFITS OF PROJECT

A. Identify the benefit the greatest from this project? Residents/ users of building & employee/occupants

B. What will be the scope of services provided by this project? Rehabilitation of City Hall

C. Identify any benefits/risks of not doing the project, if applicable Rehabilitate "as new" City Hall to meet current bldg./fire code, reduce maintenance, improve efficiency, increase aesthetics & comply with ADA requirements.

V. ESTIMATED PROJECT TIMELINE

	Estimated Dates	Notes:
Eng,/Design Phase	2020-21	$ 1,300,000
RFP/Bid Phase		
Contract Awarding		
Construction Start Date	2021-22	$31,100,000
Estimated Completion Date:		

VI. ESTIMATED EFFECT OF COMPLETE PROJECT ON OPERATING BUDGET OF THIS DEPARTMENT

A. Increased revenue		D. Additional salary costs	
B. Decreased operating expenses		E. Additional other costs	
C. Number of new positions		F. Net effect on operating budget	

VII. ESTIMATED EFFECT OF THIS PROJECT ON OTHER DEPARTMENTS

Department	Effect

VIII. RELATION TO OTHER PROJECTS

Department	Name of Project	How Related

IX. REQUESTED METHOD OF FUNDING

	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FUTURE YEARS
Bonding	$1,300,000	31,100,000				
General Fund Cash						
General Fund Reserve						
LOCIP						
WPC Capital						
State Grants						

Board of Public Works – Division Report – May 2020

Public Works Monthly Metrics:	
Number of Residential Transfer Station Visitors	5748
Number of Bulk Collections	255

Division Recaps:

Administration current month:

- PAYT reporting and debt collection is continuing, Communications and press releases, social media, website maintenance and enhancements, managing Street Light repair requests and Shopping Cart ordinance compliance.
- Outreach to Reduce & Reuse trash and use of Recycle Coach app. Currently there are 3736 users of the app.
- Pursued 12 abandoned shopping carts, resulted in zero fines.
- Welcome packets have been going out Monthly including recycle magnets or any events we have scheduled.
- Assisting with Solid Waste Illegal Bulk letters and fines. We have received 75 complaints in May that resulted in 8 fines.
- Working with parks department on fun earth activities to do during summer camp.
- Yard Waste season is in full swing, by 5/31 we have completed 3930 applications.

Administration next month activities:

- Enforcement of Illegal Bulk, Street light repair requests, welcome letters, PAYT debt collections, monitor illegal dumping areas. Continue outreach to increase to Reduce and Reuse and the use of Recycle Coach app due to being closed to the public.
- The Outdoor classroom project is being filmed by CPTV at the end of June. We are making a mock setup for the filming with some PW staff member's kids who are Bristol students, teachers from each school and principals will also be involved in the taping. We will be working with Edgewood and Ivy Drive for this
- Continue working on City website, Facebook, Instagram and Twitter accounts to enhance presence and help with the huge load of phone calls. Everything is on our website and social media for residents to fill out or have their questions answered.
- Working with Dave Oakes on launching Solar for All in June.
- Working with Dave Oakes finalizing our All Heart Walk audit which is our 3rd Tool kit to accomplish silver with Sustainable CT.

Administration staff or concerns: OT $178.74

Engineering Division current month activities:

- Community Connectivity Grant – (sidewalks, Mem Blvd bike path & ADA ramp) Grant received bid documents to be finalized.
- Construction for drainage improvements Lexington Ave Phase II – restoration ongoing.
- Installation of storm drainage in preparation of spring/fall 2020 major roadway maintenance.
- Parking lot design for Parks (Pine Lake Adventure Park)
- Summer paving list finalized.
- Riverside Ave Road Diet construction started.
- Misc Storm Drainage contract awarded to Tabacco with Laviero as second.
- Additional drainage/ sidewalk work orders.
- COVID schedules ended in May.
- Maple Ct survey received.
- LotCIP applications for Wolcott St and Downs St.
- Request for Graham St survey.
- Coordination meetings DOT/Eversource/Verizon/Water/City Departments Rte 72 & downtown area. Construction underway.
- Permanent patch contract awarded to Laydon.
- Award Louisiana bridge Contract.

Engineering Division next month activities:

- Review Jerome Ave Local Bridge RFQ's. Schedule Consultant interviews.
- Pine Lake preliminary final design of sed chamber
- Review Wolcott St RFQ's. Schedule Consultant interviews.
- Eversource gas main installation coordination for new mains and replacements – winter work.
- Riverside Ave road diet construction & coordination (Laviero).
- Signal timing scope by VHB.
- Louisiana Bridge NTP issued and construction underway June 9. Road closing June 11.
- Sediment removal plans Frederick St bridge/Pequabuck culvert/floodway.
- Storm drainage school project – Northeast School.
- Work on paving list for fall.
- Drainage work for spring & fall paving lists.
- School Street retaining wall – complete associated restoration.
- Replace (cmp) storm drainage in Brightwood Rd.
- Work orders for ADA ramps at roads on paving list.
- Brook Street retaining wall replacement- review contract/bid (spring construction.)
- Coppermine Brook re-alignment construction Final restoration in spring.
- Huntington Woods survey complete and detention pond storm drain replacement design.
- Milling & paving rescheduled for May 5 and May 18th.

- Schedule Collins Rd drainage improvements for fall.
- Battle St underdrain installation.
- Signal timing study underway by VHB.
- UST Class A/B Operator Training.

Engineering Division staff or concerns:
Vacancy –Excavation inspector
Overtime for Major Roadway Improvements Milling & Paving (Streets & Engineering Staff) $3637.33

Land Use current month activities:

Zoning Commission

1. Special Permit for an accessory dwelling unit at 184 Diane Lane – APPROVED WITH STIPULATION.

2. Special Permit and Site Plan for an assisted living facility and small car parking at west of North Main Street and south of North Street (Route 6); BD-1 (Downtown Business) zone – APPROVED WITH STIPULATIONS.

3. Special Permit and Site Plan for motor vehicle filling station with a convenience store at 50 Terryville Avenue; Assessor's Map 22, Lot 10; BG (General Business) zone; ZMA Real Estate, LLC/ ANZ Petroleum, Inc., applicants – APPROVED.

4. Special Permit and Site Plan for fast-food restaurant with drive-up window at 597 Farmington Avenue; BG (General Business) zone – APPROVED.

5. Special Permit for drive-up automated teller machine (ATM) at 597 Farmington Avenue; BG (General Business) zone; Federal Realty Investment Trust, applicant – APPROVED.

6. Special Permit for small car parking at 597 Farmington Avenue; BG (General Business) zone; Federal Realty Investment Trust, applicant – APPROVED.

Zoning Board of Appeals

7. Variances of Variances of 1) minimum lot area of two acres for a horse; 2) 75 foot setback for any barn, shelter or other building used for housing a horse or for the storage of supplies or waste material at 312 Old Wolcott Road; R-15 (Single-Family Residential) zone, Anareliz Lebron and Victor Santiago, applicants – WITHDRAWN BY APPLICANT.

8. Variance of minimum front yard at 44 Inwood Lane; R-15 (Single-Family Residential) zone, Paul and Michele Maghini, applicants – APPROVED.

Historic District Commission
Commission conducted a business meeting.
Planning Commission

9. Revision to an Approved Site Plan for storage building for manufacturing facility at 425 Lake Ave.; I (General Industrial) zone; Architectural Building Services General Contractors, LLC, applicant – APPROVED WITH STIPULATION.

10. Subdivision (Ridgeview), Perkins Street (8 lots; proposed extension of Great Pyrenees Way);
R-25/OSD (Single-Family Residential/Open Space Development Overlay) zone; Rock Builders, LLC, applicant – GRANTED FINAL SUBDIVISION APPROVAL.

Inland Wetlands & Watercourses Commission

11. Wetlands Application to construct a commercial building of 2,088 sq. ft. with gasoline pumps; 50 Terryville Avenue; ANZ Petroleum, Inc., applicant – APPROVED WITH STIPULATIONS.

12. Wetlands Application to install topsoil in low areas in front and back yard; construct 14 ft. by 14 ft. patio; cut down 5 trees - 132 Marcia Drive; Gary Dufresne, applicant – APPROVED WITH STIPULATIONS.

Land Use staff or concerns:

- Monthly overtime costs (Board Secretaries at meetings)
  May: $619.05

Building Maintenance current month activities:

- Provided access and direction to Accurate Insulation for supplemental cleaning/disinfection activities at City Buildings in regard to COVID-19
- Conducted interviews with Human Resources to fill the first of two Custodian vacancies on 2nd shift (first round of interviews completed on 5/13)
- Streets Division Tree Crew completed tree trimming and dead tree removals at Fire House #4
- Public Works staff coordinated with CT GreenBank and PosiGen on a community energy campaign, Solar For All, an initiative offered through the SustainableCT program, campaign kickoff scheduled for June 10th
- Building Maintenance Staff initiated HVAC cooling systems and troubleshot various issues normally associated with the start-ups, replaced boiler relief valve at Fire House #3, replaced damaged window screens at Animal Control Facility, replaced lighting ballast and bulbs throughout facilities where required, cleaning, power-washed and painted City Hall fountain for seasonal use, repurposed Court House counter and partitions in Public Works offices for social distancing associated with COVID-19 re-opening of City Hall

- F.J. Hubeney completed annual preventative maintenance of MIS and City Clerk HVAC systems
- Millennium Builders selected as contractor for Fire Department Headquarters mechanical improvements based on bid results
- Streets Division creating countertop plexi-glass partitions for City Hall Department offices

Building Maintenance next month activities:

- Alarm New England coordinating with Facilities to transition fire and security monitoring systems for new contract on 7/1/20
- Conducted a pre-bid meeting with Purchasing Department on 6/2 in regard to 51 High Street flat roof replacement (Friar Associates), bids are due on 6/11
- Continue to provide evening disinfection/cleaning of City buildings in relation to COVID-19 and support other departments in regard to preparations for re-opening to the general public
- Conduct pre-construction meeting at Fire Headquarters for site wide mechanical renovations on 6/5 with Millennium Builders, Fire Department Staff, Silver Petrucelli engineers and associated sub-contractors
- Facilities Manager to work with Van Zelm Engineers for Police Complex mechanical improvements study on obtaining site documents/prints, site access and conduct a site walk visit on 6/11
- Collaborating with AVT Construction on Fire House #2 roof replacement schedule and coordination with Fire Department Staff
- Conduct interviews with Human Resources to fill one Custodian vacancy on 2nd shift
- Host two informational webinars with CT GreenBank and PosiGen staff on 6/16 at 5:30PM and 6/18 at 10AM regarding the Solar For All campaign, which will run through September 30th
- Tenants at 11 Bellevue (51 High Street) vacated on 6/2/20, and remaining furniture and files must be disposed of prior to new tenants occupying
- Continue to improve and strengthen 2020 SustainableCT application with assigned Fellows and based on feedback from the reviewers of the early Spring application submission, final application filing date is August 28th
- Coordinate roof replacement project at 51 High Street with selected, winning contractors
- Conduct Class C UST Operator training with Building Maintenance staff and conduct annual UST compliance check with Atlas Environmental

Building Maintenance Staff or concerns:

- Anticipate moderate levels of Vacation/Miscellaneous/Sick time off during June 2020 due to COVID-19 concerns

- 2nd Shift Custodial vacancy filled by William Leon Pineda (Tuesday – Saturday schedule)
- 2nd Shift Custodian vacancy (Monday-Friday schedule), due to the promotion of Carlos Lorenzo to Computer Lab Supervisor at the Main Library

Building Maintenance OT Costs:

$ 4,159.38: Staffing coverage for holiday overtime, after-hour maintenance issues, sick time fill-ins, installation of repurposed front counter with glass partitions in Public Works offices (from former Court House)

Streets current month activities:

Ended Bi-Weekly work weeks due to COVID-19 & Resumed normal hours

- Continued to provide all employees with cleaning supplies as well as masks due to COVID-19
- Continued with roadside maintenance of City properties, including litter and yard sign removal. This work will be on going throughout the seasons
- Serviced trees, including pruning, removals, and testing
    - Take downs during wind storm (Jerome Ave, Spring St. & Fire House #4
    - Removed 3 Trees At Depot Square Lot (Main Street)
    - Stump grinding
- Continuing small road repair
- Curb repair
- Driveway Aprons
- Loam
- Patched Potholes
- Street Sweeping
- Finished constructing PPE (sneeze guards) for city hall
- S6 made several trips for Health Department (PPE)
- Storm Drainage
    - Completed Basin Repairs on Lexington Rd, Royal Dr, Clark Ave, Bristol Central H.S, Perkins St and Treble RD (2)
- Sign Shop
    - Installing new poles and signage
    - Created COVID-19 signs for Park Department
- Winter Operations
    - Mailbox Repairs
- Depot Square Parking Lot
    - Completed Drainage installation at Depot Square
    - Started installing walkway drainage as well as grading walkway

Streets next month activities:

- Continue with roadside maintenance
    - Street Sweeping

    - Potholes
    - Curb repair
    - Loam
    - Driveway aprons
    - Catch basin repair
- Winter Operations
    - Service Requests
        - Curbing
        - Mailboxes
- Continue addressing street road name signage replacement
    - Installing new poles and or signage
    - Look into printing other road signage of other Departments
    - Fixing and installing signs for Police Department
- Maintenance of city properties
    - Litter clean up
    - Lawn Maintenance
    - Bridge clean ups

- Continue tree take downs, trimming and stump grinding
- Continue work on Depot Square parking lot
- Continue to address seasonal maintenance activities, including preparation of seasonal operation equipment
- Assist other public work programs and departments as required

Streets staff or concerns:
Street Division is currently addressing service requests from the general public with our maintenance programs. We have been managing these requests throughout designated areas.

Monthly overtime cost $885.79 for call ins, and emergency responses.

Solid Waste current month activities:

- Continued illegal bulk inspection and enforcement activities. We sent out 75 letters and picked up 8 illegal bulk stops.
- The bulk crew picked up 255 scheduled bulk stops, working Tuesday-Thursday.
- Continued on-site yard waste management activities at the Transfer Station and delivery of yard waste barrels to new customers. We had 479 new and renewed customers for the month of March.
- There are currently 3,860 active yard waste residents.
- Continued collection of reusable items for the Trash to Treasure program at the Transfer Station.
- Finished spring curbside leaf collection, collecting a total of 242 tons of leaves.
- Continued curbside Yard Waste collection, collection 413 tons of yard waste for the month.

- Schaefer collected approximately 400 broken/reclaimed barrels form the transfer station.
- Returned to normal work schedule, with the Driver/Collectors working 6:30-3 to help with social distancing.
- Worked full Solid Waste operation on Saturday the 30th, due to the Memorial Day Holiday.
- Interview for Solid Waste laborer position.

Solid Waste next month activities

- Continue illegal bulk inspection and enforcement activities.
- Monitor manufacture and transportation process for additional rubbish, recycling and yard waste containers.
- Continue on-site yard waste management activities at Transfer Station and delivery of yard waste barrels to new customers.
- Continue the collection of reusable items for our Trash to Treasure program.
- Continue curbside Yard Waste collection.
- Fill Solid Waste laborer position, new employee is starting on the 15th.
- Mow the landfill.
- Clean underneath the Transfer Station scales.

Solid Waste staff or concerns:

- Manage Solid Waste Division staffing levels.
- Manage Division vehicle equipment needs.
- Continue to cross train Division employees.
- Currently have 2 Solid Waste laborer positions open.

OT Costs/Revenue Generated:	
3016 OT =	$4,359.83
1363016 OT TS =	$4,516.48
TS Revenue (PAYT) =	$38,031.39
Residential Permits =	$4,600.00
Commercial Permits =	$100.00
Yard Waste Revenue =	$
Murphy Road Rebate =	$0.00
Iron Liberty Recycling =	$
Aluminum Liberty Rec =	$0.00
Batteries Liberty Rec =	$
Electronics Take Two =	$0.00
Compost Sale =	$0.00
Bulk Pick-Up Revenue =	$0.00
Clothing Box =	$
Misc. Revenue =	$0.00
Border Street =	$0.00
Illegal Bulk Fines =	$
Simple Recycling =	$0.00

Special Pick up – 2nd	$

Fleet Maintenance current month activities:

- Solid Waste Div. (R17) Automated truck is in for a no start issue. Truck is being examined until we have a diagnosis of the issue.
- Solid Waste Div. (R9) Automated truck was in for routine maintenance as well as brakes on all back axles and a P.T.O pump shaft replacement. Truck is currently being tested for a check engine code.
- Solid Waste Div. (R8) Automated truck was in for a repair caused by two blown out hydraulic lines and is back in service.
- Engineering Div. (E1) was serviced. Winter tires were removed and summer tires were installed.
- Streets Div. (C36) Elgin sweeper was repaired due to a failed P.T.O bearing. Sweeper is back in service.
- Solid Waste Div. (R29) Aebi mower is down due to a failed pulley. Scheduled to be repaired and back in service by 6/5/2020.
- Streets Div. (S25) Mack 10 wheeled dump truck was down because of a blown out rear wheel seal. Truck was repaired and is now back in service.
- Streets Div. Scag zero turn mower is back in service.
- Routine monthly service to Police vehicles.
- Police Dept. riot vehicle is in to examine a hard steering issue.
- Making a list of equipment and vehicles for auction.

Fleet Maintenance next month's activities:

- Continue scheduled service to our Fleet vehicles.
- Continue to service our Police Dept. vehicles.
- Continue to keep our work environment clean and keep our social distancing.
- Continue training and testing for our A/B/C UST classes.

Fleet Maintenance staff or concerns:

We started back to full duty on 5/26/2020.
We currently still have a Mechanic's position open.
Dan Coveleski still needs to train in Dispatch.
Brenton Ecstrom started his trial as a Mechanic's Helper on 6/1/2020.
Overtime expenditures and totals $1,720.06 (Holiday, Dispatch and Mechanic).

Projects	Budget											
Projects in scoping/Design Phase		6/1/2020	7/1/2020	8/1/2020	9/1/2020	10/1/2020	11/1/2020	12/1/2020	1/1/2021	2/1/2021	3/1/2021	Future
Wolcott Rd (Route 69 to Allentown)				7/20-8/8 consultant selection		engineering design 10/1/20-1/1/21						
Maple Court Reconstruction		Acquired Easement		Install Storm Drainage/ Construct Ramps	Reclaim Reconstruct							
Lawndale, Atkins and Margerie Street Reconstruction	$418,000.00				construction							
Community conductivity/ sidewalk replacement	$299,916.00	bid 6/20		construction								
Pine Lake Sediment Chamber	$35,000.00		bid 7/20		construction							
Brook Street Retaining Wall	$30,000.00	bid 6/20			construction							
Divinity Street Culvert design	$350,000.00	design/permit (3/20 to 8/20)					bid 11/10/20				construction 3/1/21 to 11/15/21	
Downs St Bridge	$320,000.00	design/permit (3/20 to 11/20)										
Mellen Street Bridge design	$350,000.00	design/permit (3/20 to 11/20)										
Memorial Blvd Bridge	$300,000.00	design/permit (3/20 to 1/21) - bid 1/21							bid		construction 3/1/21 to 11/15/21	
Lake Street Culvert design	$400,000.00	design/permit (3/20 to 2/21) - bid 2/21								bid	construction 3/13/21 to 11/15/21	
East Street Bridge design	$350,000.00	design/permit (3/20 to 3/21) - bid 3/21									bid	
Active Construction & Other Projects												
Route 6 Railroad Crossing				PO. Issued Construction 8/1-11/1								
Riverside Ave Road Diet	$540,000.00	completion 10/21										
Hope St Parking	$250,000.00	completion 10/20										
Louisiana Ave Bridge	$4,100,000.00	construction 6/9/20 to 12/1/20										
Roadside Barriers		Construction/ Installation 6/1-8/30										

YTD BULDGET MAY 2020 - ADMIN

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
442008 PW EXCAVATION PERMITS	-12,500	0	-12,500	-7,240.00	.00	-5,260.00	57.9%
TOTAL REVENUES	-12,500	0	-12,500	-7,240.00	.00	-5,260.00	
450003 PWD SERVICES FEES	-355,600	0	-355,600	-358,703.00	.00	3,103.00	100.9%
TOTAL REVENUES	-355,600	0	-355,600	-358,703.00	.00	3,103.00	
450208 OTHER LOCAL GOVTS RECYCLING	0	0	0	-12,547.81	.00	12,547.81	100.0%
TOTAL REVENUES	0	0	0	-12,547.81	.00	12,547.81	
450300 ENGINEERING RECEIPTS & MAPS	-500	0	-500	-209.35	.00	-290.65	41.9%
TOTAL REVENUES	-500	0	-500	-209.35	.00	-290.65	
450303 WOLCOTT RECYCLING	-7,000	0	-7,000	-11,279.13	.00	4,279.13	161.1%
TOTAL REVENUES	-7,000	0	-7,000	-11,279.13	.00	4,279.13	
450400 MISC CHARGES FOR SERVICES	-300	0	-300	-1,850.00	.00	1,550.00	616.7%
TOTAL REVENUES	-300	0	-300	-1,850.00	.00	1,550.00	
514000 REGULAR WAGES & SALARIES	330,050	-2,000	328,050	282,931.88	.00	45,118.12	86.2%
TOTAL EXPENSES	330,050	-2,000	328,050	282,931.88	.00	45,118.12	
515100 OVERTIME WAGES & SALARIES	1,155	2,000	3,155	1,575.74	.00	1,579.26	49.9%
TOTAL EXPENSES	1,155	2,000	3,155	1,575.74	.00	1,579.26	
515200 PARTTIME WAGES & SALARIES	21,550	0	21,550	24,351.96	.00	-2,801.96	113.0%
TOTAL EXPENSES	21,550	0	21,550	24,351.96	.00	-2,801.96	
517000 OTHER WAGES	2,100	0	2,100	2,392.51	.00	-292.51	113.9%
TOTAL EXPENSES	2,100	0	2,100	2,392.51	.00	-292.51	
518000 WORKERS' COMP SALARY	0	0	0	1,907.99	.00	-1,907.99	100.0%
TOTAL EXPENSES	0	0	0	1,907.99	.00	-1,907.99	
531000 PROFESSIONAL FEES & SERVICES	2,500	2,000	4,500	3,175.58	931.87	392.55	91.3%
TOTAL EXPENSES	2,500	2,000	4,500	3,175.58	931.87	392.55	
553100 POSTAGE	3,000	0	3,000	2,553.95	.00	446.05	85.1%
TOTAL EXPENSES	3,000	0	3,000	2,553.95	.00	446.05	
569000 OFFICE SUPPLIES	2,200	0	2,200	822.08	816.90	561.02	74.5%
TOTAL EXPENSES	2,200	0	2,200	822.08	816.90	561.02	
581120 CONFERENCES & MEMBERSHIPS	3,500	0	3,500	1,055.00	.00	2,445.00	30.1%
TOTAL EXPENSES	3,500	0	3,500	1,055.00	.00	2,445.00	
581135 SCHOOLING & EDUCATION	11,000	0	11,000	2,341.64	.00	8,658.36	21.3%
TOTAL EXPENSES	11,000	0	11,000	2,341.64	.00	8,658.36	
581145 EMPLOYEE RECOGNITION	2,000	0	2,000	1,344.24	.00	655.76	67.2%
TOTAL EXPENSES	2,000	0	2,000	1,344.24	.00	655.76	
581150 ANNUAL BOND	800	0	800	.00	.00	800.00	.0%
TOTAL EXPENSES	800	0	800	.00	.00	800.00	
GRAND TOTAL	3,955	2,000	5,955	-67,376.72	1,748.77	71,582.95	-1102.1%

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YTD BULDGET MAY 2020 - LAND USE

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
422011 LANDUSE SURCHARGE	0	0	0	-4,800.00	.00	4,800.00	100.0%
TOTAL REVENUES	0	0	0	-4,800.00	.00	4,800.00	
442009 LAND USE FEES & PERMITS	-18,000	0	-18,000	-23,057.68	.00	5,057.68	128.1%
TOTAL REVENUES	-18,000	0	-18,000	-23,057.68	.00	5,057.68	
514000 REGULAR WAGES & SALARIES	301,645	-74,435	227,210	181,066.02	.00	46,143.98	79.7%
TOTAL EXPENSES	301,645	-74,435	227,210	181,066.02	.00	46,143.98	
515100 OVERTIME WAGES & SALARIES	12,445	-4,410	8,035	6,025.19	.00	2,009.81	75.0%
TOTAL EXPENSES	12,445	-4,410	8,035	6,025.19	.00	2,009.81	
531000 PROFESSIONAL FEES & SERVICES	300	0	300	377.75	.00	-77.75	125.9%
TOTAL EXPENSES	300	0	300	377.75	.00	-77.75	
553100 POSTAGE	1,200	0	1,200	1,080.30	.00	119.70	90.0%
TOTAL EXPENSES	1,200	0	1,200	1,080.30	.00	119.70	
554000 TRAVEL REIMBURSEMENT	100	0	100	.00	.00	100.00	.0%
TOTAL EXPENSES	100	0	100	.00	.00	100.00	
557700 ADVERTISING	9,000	0	9,000	10,489.57	2,210.43	-3,700.00	141.1%
TOTAL EXPENSES	9,000	0	9,000	10,489.57	2,210.43	-3,700.00	
569000 OFFICE SUPPLIES	500	0	500	315.72	121.42	62.86	87.4%
TOTAL EXPENSES	500	0	500	315.72	121.42	62.86	
581120 CONFERENCES & MEMBERSHIPS	3,000	0	3,000	1,192.00	.00	1,808.00	39.7%
TOTAL EXPENSES	3,000	0	3,000	1,192.00	.00	1,808.00	
GRAND TOTAL	310,190	-78,845	231,345	172,688.87	2,331.85	56,324.28	75.7%

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YTD BULDGET MAY 2020 - MAINTENANCE

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
514000 REGULAR WAGES & SALARIES	511,900	-19,000	492,900	432,132.58	2,656.78	58,110.64	88.2%
515100 OVERTIME WAGES & SALARIES	20,000	32,870	52,870	57,899.41	.00	-5,029.41	109.5%
517000 OTHER WAGES	15,240	0	15,240	13,574.08	.00	1,665.92	89.1%
531000 PROFESSIONAL FEES & SERVICES	8,000	0	8,000	5,632.00	2,816.00	-448.00	105.6%
541000 PUBLIC UTILITIES	280,000	0	280,000	223,794.05	38,215.27	17,990.68	93.6%
541100 WATER & SEWER CHARGES	12,500	0	12,500	9,503.98	2,496.02	500.00	96.0%
543000 REPAIRS & MAINTENANCE	160,000	76,130	236,130	187,289.41	43,766.48	5,074.11	97.9%
553000 TELEPHONE	500	0	500	189.89	.00	310.11	38.0%
561400 MAINT SUPPLIES & MATERIALS	25,000	1,460	26,460	31,906.80	7,398.23	-12,845.03	148.5%
562100 HEATING OIL	95,000	-95,000	0	.00	.00	.00	.0%
562200 NATURAL GAS	4,000	95,000	99,000	47,546.29	8,234.17	43,219.54	56.3%
570400 MACHINERY & EQUIPMENT	0	1,500	1,500	977.97	.00	522.03	65.2%
581120 CONFERENCES & MEMBERSHIPS	500	0	500	275.00	.00	225.00	55.0%
GRAND TOTAL	1,132,640	92,960	1,225,600	1,010,721.46	105,582.95	109,295.59	91.1%

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YTD BULDGET MAY 2020 - MAINT. OTHER BLDG

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
541000 PUBLIC UTILITIES	5,000	0	5,000	.00	.00	5,000.00	.0%
541100 WATER & SEWER CHARGES	4,000	0	4,000	.00	.00	4,000.00	.0%
543000 REPAIRS & MAINTENANCE	100,000	12,450	112,450	99,465.33	19,092.46	-6,107.79	105.4%
561400 MAINT SUPPLIES & MATERIALS	2,000	0	2,000	465.99	1,828.00	-293.99	114.7%
562200 NATURAL GAS	500	0	500	.00	.00	500.00	.0%
GRAND TOTAL	111,500	12,450	123,950	99,931.32	20,920.46	3,098.22	97.5%

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YTD BULDGET MAY 2020 - SOLID WASTE

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
450324 SALE OF BARRELS	-4,000	0	-4,000	-14,059.72	.00	10,059.72	351.5%
TOTAL REVENUES	-4,000	0	-4,000	-14,059.72	.00	10,059.72	
514000 REGULAR WAGES & SALARIES	919,965	66,515	986,480	809,106.34	.00	177,373.66	82.0%
TOTAL EXPENSES	919,965	66,515	986,480	809,106.34	.00	177,373.66	
515100 OVERTIME WAGES & SALARIES	77,400	5,010	82,410	54,003.03	.00	28,406.97	65.5%
TOTAL EXPENSES	77,400	5,010	82,410	54,003.03	.00	28,406.97	
517000 OTHER WAGES	0	10	10	2,710.65	.00	-2,700.65	*******%
TOTAL EXPENSES	0	10	10	2,710.65	.00	-2,700.65	
518000 WORKERS' COMP SALARY	0	0	0	8,660.00	.00	-8,660.00	100.0%
TOTAL EXPENSES	0	0	0	8,660.00	.00	-8,660.00	
531000 PROFESSIONAL FEES & SERVICES	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL EXPENSES	1,000	0	1,000	.00	.00	1,000.00	
534200 ENVIRONMENTAL MONITORING	35,000	-8,000	27,000	12,510.00	13,875.50	614.50	97.7%
TOTAL EXPENSES	35,000	-8,000	27,000	12,510.00	13,875.50	614.50	
542110 HAZARDOUS WASTE COLLECTION	9,000	8,000	17,000	16,489.71	.00	510.29	97.0%
TOTAL EXPENSES	9,000	8,000	17,000	16,489.71	.00	510.29	
542120 SOLID WASTE TIP FEES	1,182,450	0	1,182,450	1,182,450.00	.00	.00	100.0%
TOTAL EXPENSES	1,182,450	0	1,182,450	1,182,450.00	.00	.00	
554000 TRAVEL REIMBURSEMENT	50	0	50	.00	.00	50.00	.0%
TOTAL EXPENSES	50	0	50	.00	.00	50.00	
557700 ADVERTISING	200	0	200	.00	.00	200.00	.0%
TOTAL EXPENSES	200	0	200	.00	.00	200.00	
561800 PROGRAM SUPPLIES	10,000	-2,000	8,000	7,489.30	929.80	-419.10	105.2%
TOTAL EXPENSES	10,000	-2,000	8,000	7,489.30	929.80	-419.10	
581120 CONFERENCES & MEMBERSHIPS	230	0	230	223.00	.00	7.00	97.0%
TOTAL EXPENSES	230	0	230	223.00	.00	7.00	
590000 OPERATING TRANSFERS OUT	-1,182,450	0	-1,182,450	-1,182,450.00	.00	.00	100.0%
TOTAL EXPENSES	-1,182,450	0	-1,182,450	-1,182,450.00	.00	.00	
GRAND TOTAL	1,048,845	69,535	1,118,380	897,132.31	14,805.30	206,442.39	81.5%

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YTD BULDGET MAY 2020 - TRANSFER STATION

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
422020 DOG PENALTIES	-45,000	0	-45,000	-29,220.00	.00	-15,780.00	64.9%
TOTAL REVENUES	-45,000	0	-45,000	-29,220.00	.00	-15,780.00	
422021 COMMERCIAL PERMITS	-2,400	0	-2,400	-1,875.00	.00	-525.00	78.1%
TOTAL REVENUES	-2,400	0	-2,400	-1,875.00	.00	-525.00	
450303 WOLCOTT RECYCLING	-12,000	0	-12,000	-14,486.81	.00	2,486.81	120.7%
TOTAL REVENUES	-12,000	0	-12,000	-14,486.81	.00	2,486.81	
450350 CLOTHING SALES	-300	0	-300	-250.00	.00	-50.00	83.3%
TOTAL REVENUES	-300	0	-300	-250.00	.00	-50.00	
450351 ALUMINUM SALES	-5,500	0	-5,500	-2,476.00	.00	-3,024.00	45.0%
TOTAL REVENUES	-5,500	0	-5,500	-2,476.00	.00	-3,024.00	
450352 IRON/METAL SALES	-56,000	0	-56,000	-39,820.00	.00	-16,180.00	71.1%
TOTAL REVENUES	-56,000	0	-56,000	-39,820.00	.00	-16,180.00	
450353 BATTERIES	-2,100	0	-2,100	-2,547.00	.00	447.00	121.3%
TOTAL REVENUES	-2,100	0	-2,100	-2,547.00	.00	447.00	
450356 PAYT REVENUE	-225,000	0	-225,000	-187,080.20	.00	-37,919.80	83.1%
TOTAL REVENUES	-225,000	0	-225,000	-187,080.20	.00	-37,919.80	
460000 INTEREST INCOME	-1,400	0	-1,400	-2,919.25	.00	1,519.25	208.5%
TOTAL REVENUES	-1,400	0	-1,400	-2,919.25	.00	1,519.25	
480023 RECYCLING REBATES	0	0	0	-287.99	.00	287.99	100.0%
TOTAL REVENUES	0	0	0	-287.99	.00	287.99	
490001 TRANSFER IN GENERAL FUND	-356,285	0	-356,285	-356,285.00	.00	.00	100.0%
TOTAL REVENUES	-356,285	0	-356,285	-356,285.00	.00	.00	
514000 REGULAR WAGES & SALARIES	287,660	-22,155	265,505	277,416.54	.00	-11,911.54	104.5%
TOTAL EXPENSES	287,660	-22,155	265,505	277,416.54	.00	-11,911.54	
515100 OVERTIME WAGES & SALARIES	58,000	0	58,000	58,765.90	.00	-765.90	101.3%
TOTAL EXPENSES	58,000	0	58,000	58,765.90	.00	-765.90	
517000 OTHER WAGES	0	0	0	1,151.20	.00	-1,151.20	100.0%
TOTAL EXPENSES	0	0	0	1,151.20	.00	-1,151.20	
520100 LIFE INSURANCE	500	0	500	315.00	.00	185.00	63.0%
TOTAL EXPENSES	500	0	500	315.00	.00	185.00	
520500 DISABILITY INSURANCE	150	0	150	81.00	.00	69.00	54.0%
TOTAL EXPENSES	150	0	150	81.00	.00	69.00	
520700 F.I.C.A.	21,150	0	21,150	19,287.41	.00	1,862.59	91.2%
TOTAL EXPENSES	21,150	0	21,150	19,287.41	.00	1,862.59	
520750 MEDICARE INSURANCE	5,100	0	5,100	4,510.67	.00	589.33	88.4%
TOTAL EXPENSES	5,100	0	5,100	4,510.67	.00	589.33	
531000 PROFESSIONAL FEES & SERVICES	10,000	0	10,000	4,155.76	350.00	5,494.24	45.1%
TOTAL EXPENSES	10,000	0	10,000	4,155.76	350.00	5,494.24	
534200 ENVIRONMENTAL MONITORING	1,400	0	1,400	99.25	900.75	400.00	71.4%
TOTAL EXPENSES	1,400	0	1,400	99.25	900.75	400.00	
541000 PUBLIC UTILITIES	6,500	0	6,500	4,990.62	1,509.38	.00	100.0%
TOTAL EXPENSES	6,500	0	6,500	4,990.62	1,509.38	.00	
541100 WATER & SEWER CHARGES	400	0	400	270.92	29.08	100.00	75.0%
TOTAL EXPENSES	400	0	400	270.92	29.08	100.00	

YTD BULDGET MAY 2020 - TRANSFER STATION

FOR 2020 11

542101 DISPOSAL	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
542101 DISPOSAL	2,500	0	2,500	2,824.80	676.25	-1,001.05	140.0%
TOTAL EXPENSES	2,500	0	2,500	2,824.80	676.25	-1,001.05	
542105 TIRE DISPOSAL	3,500	0	3,500	2,200.00	1,100.00	200.00	94.3%
TOTAL EXPENSES	3,500	0	3,500	2,200.00	1,100.00	200.00	
542110 HAZARDOUS WASTE COLLECTION	2,200	0	2,200	1,288.00	912.00	.00	100.0%
TOTAL EXPENSES	2,200	0	2,200	1,288.00	912.00	.00	
542115 BULK WASTE DISPOSAL	25,000	0	25,000	15,624.07	2,375.93	7,000.00	72.0%
TOTAL EXPENSES	25,000	0	25,000	15,624.07	2,375.93	7,000.00	
542120 SOLID WASTE TIP FEES	120,000	0	120,000	120,629.74	14,370.35	-15,000.09	112.5%
TOTAL EXPENSES	120,000	0	120,000	120,629.74	14,370.35	-15,000.09	
543000 REPAIRS & MAINTENANCE	15,000	0	15,000	10,296.14	.00	4,703.86	68.6%
TOTAL EXPENSES	15,000	0	15,000	10,296.14	.00	4,703.86	
544400 RENTS & LEASES	5,000	0	5,000	1,738.75	.00	3,261.25	34.8%
TOTAL EXPENSES	5,000	0	5,000	1,738.75	.00	3,261.25	
561400 MAINT SUPPLIES & MATERIALS	400	0	400	.00	.00	400.00	.0%
TOTAL EXPENSES	400	0	400	.00	.00	400.00	
561800 PROGRAM SUPPLIES	2,000	39,560	41,560	29,525.62	12,392.53	-358.15	100.9%
TOTAL EXPENSES	2,000	39,560	41,560	29,525.62	12,392.53	-358.15	
581120 CONFERENCES & MEMBERSHIPS	150	0	150	.00	.00	150.00	.0%
TOTAL EXPENSES	150	0	150	.00	.00	150.00	
581135 SCHOOLING & EDUCATION	2,000	0	2,000	.00	.00	2,000.00	.0%
TOTAL EXPENSES	2,000	0	2,000	.00	.00	2,000.00	
589000 CONTINGENCY	15,300	-15,269	31	.00	.00	31.00	.0%
TOTAL EXPENSES	15,300	-15,269	31	.00	.00	31.00	
591001 TRANSFER OUT-GENERAL FUND	0	22,155	22,155	22,155.00	.00	.00	100.0%
TOTAL EXPENSES	0	22,155	22,155	22,155.00	.00	.00	
591500 TRANSFER OUT INTERNAL SERVIC	122,075	0	122,075	91,074.91	.00	31,000.09	74.6%
TOTAL EXPENSES	122,075	0	122,075	91,074.91	.00	31,000.09	
GRAND TOTAL	0	24,291	24,291	31,154.05	34,616.27	-41,479.32	270.8%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - STREETS

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
514000 REGULAR WAGES & SALARIES	1,790,090	77,190	1,867,280	1,555,886.66	.00	311,393.34	83.3%
TOTAL EXPENSES	1,790,090	77,190	1,867,280	1,555,886.66	.00	311,393.34	
515100 OVERTIME WAGES & SALARIES	28,000	7,110	35,110	32,442.53	.00	2,667.47	92.4%
TOTAL EXPENSES	28,000	7,110	35,110	32,442.53	.00	2,667.47	
517000 OTHER WAGES	5,000	0	5,000	1,906.64	.00	3,093.36	38.1%
TOTAL EXPENSES	5,000	0	5,000	1,906.64	.00	3,093.36	
518000 WORKERS' COMP SALARY	0	0	0	7,938.70	.00	-7,938.70	100.0%
TOTAL EXPENSES	0	0	0	7,938.70	.00	-7,938.70	
531000 PROFESSIONAL FEES & SERVICES	1,000	0	1,000	720.18	251.82	28.00	97.2%
TOTAL EXPENSES	1,000	0	1,000	720.18	251.82	28.00	
543000 REPAIRS & MAINTENANCE	16,500	-3,000	13,500	8,745.32	1,000.00	3,754.68	72.2%
TOTAL EXPENSES	16,500	-3,000	13,500	8,745.32	1,000.00	3,754.68	
543050 STREETSCAPE MAINTENANCE	10,000	0	10,000	996.08	4,526.92	4,477.00	55.2%
TOTAL EXPENSES	10,000	0	10,000	996.08	4,526.92	4,477.00	
544400 RENTS & LEASES	20,000	0	20,000	7,200.00	.00	12,800.00	36.0%
TOTAL EXPENSES	20,000	0	20,000	7,200.00	.00	12,800.00	
561800 PROGRAM SUPPLIES	125,000	-4,843	120,157	102,709.14	17,160.22	287.35	99.8%
TOTAL EXPENSES	125,000	-4,843	120,157	102,709.14	17,160.22	287.35	
581120 CONFERENCES & MEMBERSHIPS	1,200	0	1,200	915.00	.00	285.00	76.3%
TOTAL EXPENSES	1,200	0	1,200	915.00	.00	285.00	
589200 SIGNS	5,500	8,700	14,200	14,825.23	866.66	-1,491.89	110.5%
TOTAL EXPENSES	5,500	8,700	14,200	14,825.23	866.66	-1,491.89	
GRAND TOTAL	2,002,290	85,157	2,087,447	1,734,285.48	23,805.62	329,355.61	84.2%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - SNOW

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
515100 OVERTIME WAGES & SALARIES	250,000	-33,981	216,019	164,125.68	.00	51,893.32	76.0%
531000 PROFESSIONAL FEES & SERVICES	5,500	0	5,500	3,480.00	.00	2,020.00	63.3%
543000 REPAIRS & MAINTENANCE	4,000	0	4,000	5,011.71	.00	-1,011.71	125.3%
543100 MOTOR VEHICLE SERVICE & REPA	10,000	0	10,000	.00	.00	10,000.00	.0%
544410 SNOWPLOWING FEES	300,000	-88,000	212,000	141,983.75	5,000.00	65,016.25	69.3%
561800 PROGRAM SUPPLIES	462,500	0	462,500	460,768.01	.00	1,731.99	99.6%
563000 MOTOR VEHICLE PARTS	10,000	0	10,000	4,917.00	.00	5,083.00	49.2%
563100 TIRES	6,000	0	6,000	7,015.00	.00	-1,015.00	116.9%
570400 MACHINERY & EQUIPMENT	0	8,000	8,000	.00	.00	8,000.00	.0%
GRAND TOTAL	1,048,000	-113,981	934,019	787,301.15	5,000.00	141,717.85	84.8%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - FLEET

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
514000 REGULAR WAGES & SALARIES	595,455	25,490	620,945	501,527.05	.00	119,417.95	80.8%
515100 OVERTIME WAGES & SALARIES	46,350	1,588	47,938	36,437.21	.00	11,500.79	76.0%
517000 OTHER WAGES	0	1,152	1,152	2,302.40	.00	-1,150.40	199.9%
518000 WORKERS' COMP SALARY	0	0	0	4,681.23	.00	-4,681.23	100.0%
541000 PUBLIC UTILITIES	24,000	0	24,000	19,556.17	4,443.83	.00	100.0%
541100 WATER & SEWER CHARGES	2,000	0	2,000	1,674.10	.90	325.00	83.8%
543000 REPAIRS & MAINTENANCE	35,000	15,476	50,476	48,174.52	3,264.26	-962.78	101.9%
543100 MOTOR VEHICLE SERVICE & REPA	350,000	9,985	359,985	282,233.76	82,490.16	-4,738.82	101.3%
544400 RENTS & LEASES	10,000	0	10,000	.00	.00	10,000.00	.0%
561400 MAINT SUPPLIES & MATERIALS	11,000	0	11,000	11,932.24	2,362.99	-3,295.23	130.0%
561800 PROGRAM SUPPLIES	23,000	0	23,000	24,025.51	7,010.66	-8,036.17	134.9%
562100 HEATING OIL	5,000	0	5,000	2,660.62	2,009.54	329.84	93.4%
562200 NATURAL GAS	18,000	0	18,000	14,609.78	1,109.76	2,280.46	87.3%
562600 MOTOR FUELS	330,000	0	330,000	288,445.39	43,561.93	-2,007.32	100.6%
563000 MOTOR VEHICLE PARTS	380,000	0	380,000	296,687.10	76,235.24	7,077.66	98.1%
563100 TIRES	120,000	0	120,000	99,853.82	6,709.78	13,436.40	88.8%
570400 MACHINERY & EQUIPMENT	0	12,000	12,000	.00	.00	12,000.00	.0%
581120 CONFERENCES & MEMBERSHIPS	175	0	175	.00	.00	175.00	.0%
GRAND TOTAL	1,949,980	65,691	2,015,671	1,634,800.90	229,199.05	151,671.15	92.5%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - FLEET CAPITAL

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
563100 TIRES	40,000	0	40,000	38,436.40	.00	1,563.60	96.1%
TOTAL EXPENSES	40,000	0	40,000	38,436.40	.00	1,563.60	
570500 VEHICLES	1,098,000	95,000	1,193,000	148,708.87	807,640.00	236,650.98	80.2%
TOTAL EXPENSES	1,098,000	95,000	1,193,000	148,708.87	807,640.00	236,650.98	
GRAND TOTAL	1,138,000	95,000	1,233,000	187,145.27	807,640.00	238,214.58	80.7%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - ENGINEERING

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
514000 REGULAR WAGES & SALARIES	801,730	0	801,730	632,221.02	.00	169,508.98	78.9%
515100 OVERTIME WAGES & SALARIES	15,175	0	15,175	9,679.49	.00	5,495.51	63.8%
517000 OTHER WAGES	0	0	0	1,814.29	.00	-1,814.29	100.0%
531000 PROFESSIONAL FEES & SERVICES	50,000	31,050	81,050	22,479.62	29,816.30	28,754.08	64.5%
543000 REPAIRS & MAINTENANCE	3,500	0	3,500	656.99	343.01	2,500.00	28.6%
555000 PRINTING & BINDING	300	0	300	.00	664.67	-364.67	221.6%
561800 PROGRAM SUPPLIES	4,000	2,667	6,667	6,704.15	1,842.75	-1,879.90	128.2%
581120 CONFERENCES & MEMBERSHIPS	1,500	0	1,500	1,330.00	.00	170.00	88.7%
GRAND TOTAL	876,205	33,717	909,922	674,885.56	32,666.73	202,369.71	77.8%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - STREET LIGHTS

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
541200 STREET LIGHTING	150,000	0	150,000	135,861.87	4,138.13	10,000.00	93.3%
543000 REPAIRS & MAINTENANCE	78,000	0	78,000	42,845.34	5,654.66	29,500.00	62.2%
GRAND TOTAL	228,000	0	228,000	178,707.21	9,792.79	39,500.00	82.7%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - LINE PAINTING

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
515100 OVERTIME WAGES & SALARIES	525	0	525	.00	.00	525.00	.0%
531000 PROFESSIONAL FEES & SERVICES	110,000	72,961	182,961	16,173.84	43,826.16	122,961.00	32.8%
561800 PROGRAM SUPPLIES	500	0	500	1,371.86	.00	-871.86	274.4%
GRAND TOTAL	111,025	72,961	183,986	17,545.70	43,826.16	122,614.14	33.4%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - MAJOR ROADS

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
515100 OVERTIME WAGES & SALARIES	22,000	750	22,750	20,078.59	.00	2,671.41	88.3%
543000 REPAIRS & MAINTENANCE	1,500,000	3,177,788	4,677,788	2,809,712.64	1,811,345.63	56,730.17	98.8%
GRAND TOTAL	1,522,000	3,178,538	4,700,538	2,829,791.23	1,811,345.63	59,401.58	98.7%

** END OF REPORT - Generated by Gerri Montambault **

YTD BULDGET MAY 2020 - RAIL ROADS

FOR 2020 11

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
541000 PUBLIC UTILITIES	300	0	300	257.69	7.31	35.00	88.3%
543000 REPAIRS & MAINTENANCE	9,000	6,500	15,500	11,311.20	688.80	3,500.00	77.4%
544400 RENTS & LEASES	5,000	0	5,000	4,480.89	.00	519.11	89.6%
589100 MISCELLANEOUS	30,000	20,040	50,040	3,225.00	6,775.00	40,040.00	20.0%
GRAND TOTAL	44,300	26,540	70,840	19,274.78	7,471.11	44,094.11	37.8%

** END OF REPORT - Generated by Gerri Montambault **

Department of Public Works | 860.584.6125

MEMORANDUM

DATE: June 1, 2020
To: Board of Public Works Chair, Mayor Ellen Zoppo-Sassu
Cc: Raymond Rogozinski
From: Lindsey Rivers, Public Works Analyst

RE: Announcing the 2020 Reduce, Reuse & Recycling Poster Contest for K-12 School Students

---

The Department of Public Works is bringing awareness to Reduce, Reuse and Recycle in the City of Bristol. Attached are all the high school submissions we received from Eastern High School. With the help of Amy Coan and her students we have 11 submissions for the first Annual Recycling Poster Contest for grades 9-12.

Commissioners Frank Stawski, Michael Dumas and Donald Padlo from the Board of Public Works will be picking 1 winner each on June 18th. Included are all the posters in PDF form for you to review and pick 1 winner each, for a total of 3 winners for this session.

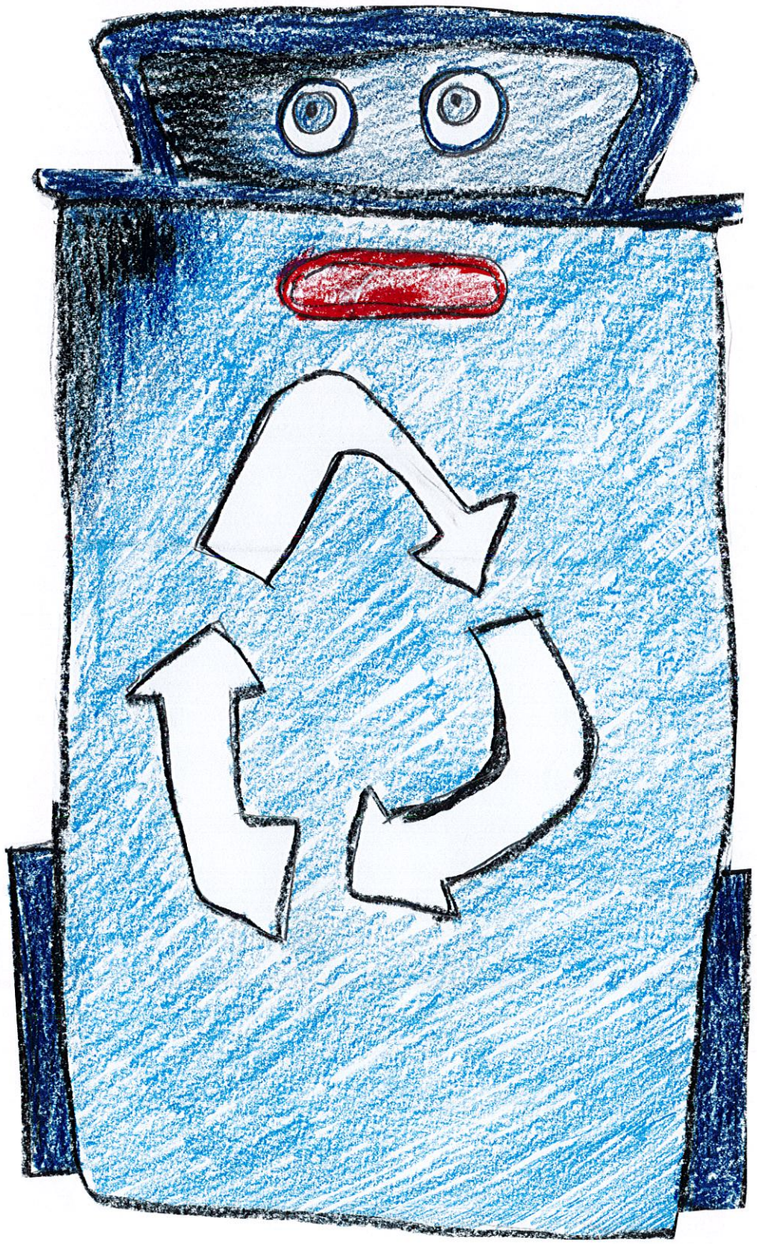
The winners will have their art displayed on the side of a recycling or rubbish truck for one year. It will be displayed on a truck within that student's route.

City of Bristol Public Works
Email: www.bristolct.gov/publicworks
860-584-6125 or 860-584-7791

BE THE CHANGE YOU WISH TO SEE

OUR WORLD OUR HANDS

RECYCLE



FEED ME!

NOT THE EARTH

SAVE THE TURTLES

REUSABLE BAGS

ZERO WASTE

GLASS JARS

ECOFRIENDLY

REDUCE

METAL STRAWS

REUSE

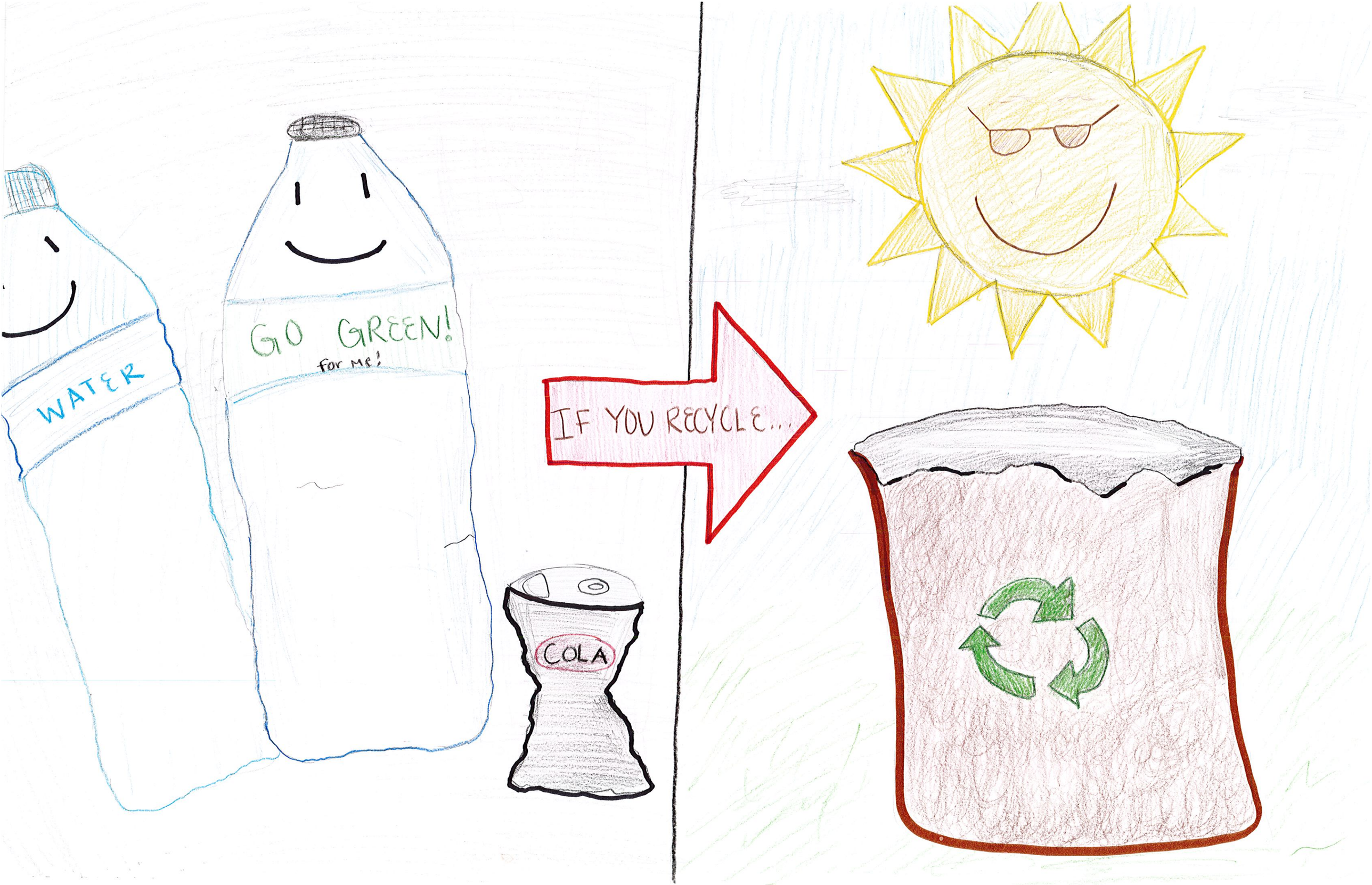
REUSABLE CUPS

UPCYCLE

RECYCLE

GO GREEN

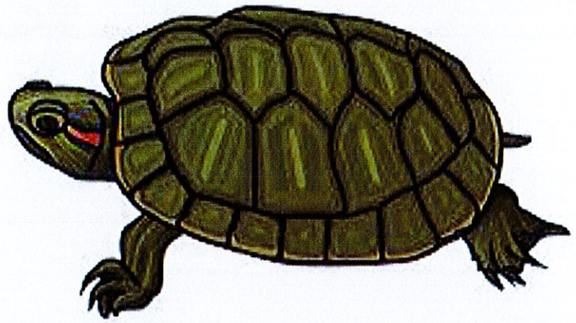
SAVE ENERGY

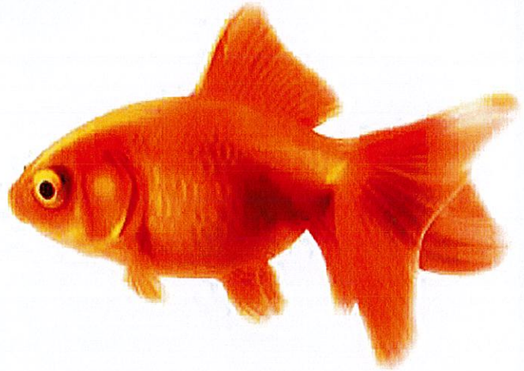

WATER
GO GREEN!
for me!
IF YOU RECYCLE...
COLA

RECYCLE

SAVE THE WORLD!

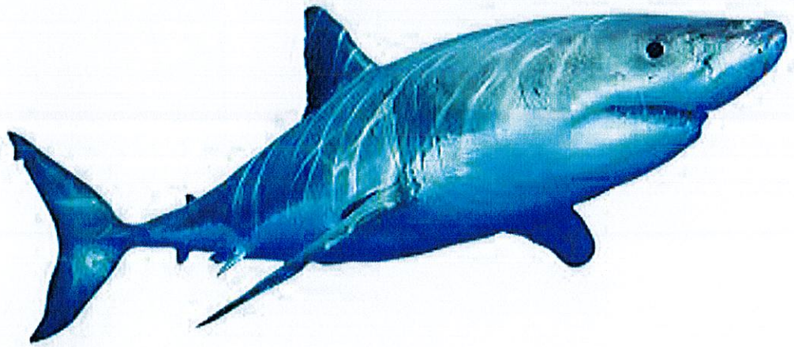
RECYCLE

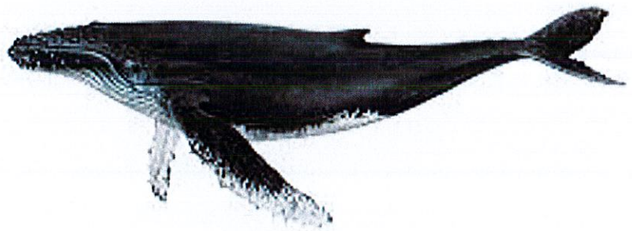




Preserve the Ecosystem!

Save the animals



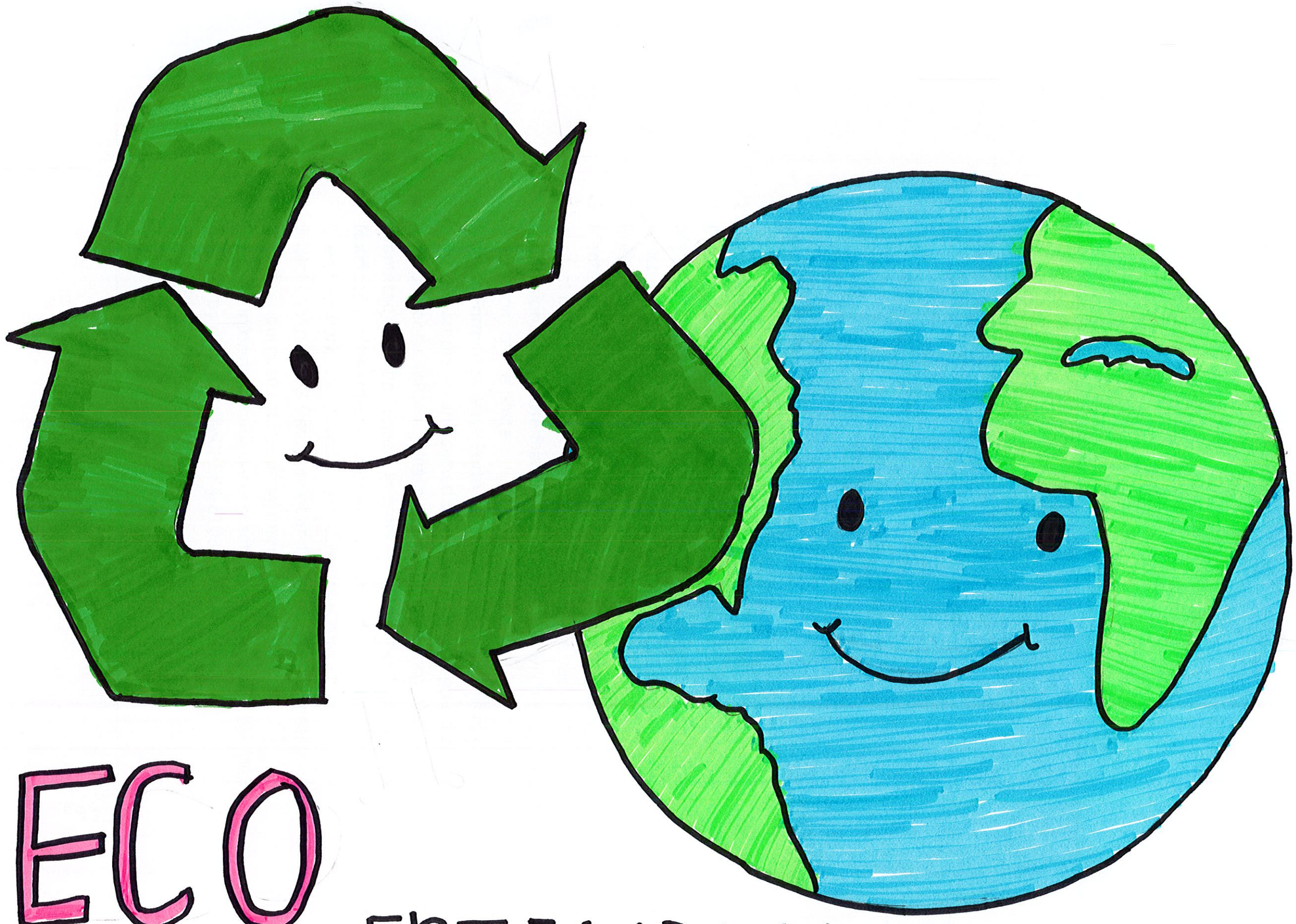


PROTECT OUR

ENVIRONMENT

SAVE THE OCEAN

STOP POLLUTION



BE ECO FRIENDLY

REUSE
REDUCE
RECYCLE

REDUCE
REUSE
RECYCLE

Public Works | 860-584-6125

Memorandum

Date: June 11, 2020

To: Mayor Ellen Zoppo-Sassu
From: Raymond A Rogozinski, P.E., Director of Public Works

Re: City Council Referral – D'Amato Associates LLC
Request to Lease Portion of City Property - (Lot 3-31)
Battisto Road with frontage on Vincent P. Kelly Road

The City Council at its June 9, 2020 meeting voting to refer a request from D'Amato Associates LLC to lease a portion of the City property identified as Lot 3-31 with frontage on Battisto Road and Vincent P. Kelly Road. The request is to lease approximately 1.5 acres for outside storage. The majority of the area in question is currently controlled by the WPC/Water Department and therefore will be subject to action by the City's Water Board, however a small portion of the property is adjacent to the Department of Public Works parking lot.

A copy of a map identifying the proposed lease area along with the correspondence to City Council is attached for reference purposes.

Based on a review of the proposed area the Department of Public Works does not have a current or future use of the referenced portion of City property and recommends the following Board of Public Works action:

Recommend City Council approve the request from D'Amato Associates LLC., to lease a portion (approximately 1.5 acres) of City owned property identified as Battisto Road & Vincent P. Kelly Road Lot 3-31.

Please feel free to contact me with any questions/concerns at 860-584-6113.

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

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

June 11, 2020

Board of Public Works
Raymond Rogozinski, P.E., Clerk
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on June 9, 2020 it was voted to refer to the Real Estate Committee, Planning Commission pursuant to the requirements of Connecticut General Statutes Sec. 8-24, Board of Public Works, and Board of Water Commissioners for review the request from D'Amato Associates LLC to lease a portion of City owned property identified as Lot 3-31 and approximately 1.5 acres located on 75 Battisto Road with access from Vincent P. Kelly Road.

Very truly yours,

Therese Pac, MCTC, MMC
Town and City Clerk

TP/dml

cc: Lindsey Rivers, Public Works Analyst
Janet Letourneau, P.W.

14

Bristol
CONNECTICUT
All Heart ™

Public Works | 860-584-6125

RECEIVED
2020 JUN -3 PM 1:10
TOWN AND CITY CLERK
BRISTOL, CT

Memorandum

Date: June 3, 2020

To: Mayor Zoppo-Sassu
From: Raymond A Rogozinski, P.E., Director of Public Works

Re: D'Amato Associates LLC - Request to Lease Portion of City Property (Lot 3-31 75 Battisto Road with frontage on Vincent P. Kelly Road)

The Department of Public Works has received the attached request from D'Amato Associates, LLC to lease a portion of City property, approximately 1.50 acres in area located on the parcel identified as 75 Battisto Road (lot 3-31). The portion of the parcel in question is primarily utilized by the Water Pollution Control Authority, however a small section is located adjacent to DPW parking area accessed from Vincent P. Kelly Road. A map of the area along with the offer to lease is attached.

Based on a preliminary review of the information and discussions with Bristol Water/WPC Department the Department of Public Works request the following City Council Action:

Refer the request from D'Amato Associates LLC, to lease a portion of City owned property identified as Lot 3-31 to the City Council Real Estate Committee, Planning Commission, Board of Public Works and Water Board to review the request and make recommendations to City Council. The Planning Commission referral shall be in accordance with CT Statue 8-24. Said parcel is approximately 1.50 acres in area and is located on 75 Battisto Road with access from Vincent P. Kelly Road.

Please feel free to contact me with any questions/concerns.

CC: Robert Longo, Director Water/WPC Department

Presented at Council Meeting
6/9/2020
Adopted
~~Ordered~~ Filed
~~Referred to~~ [illegible]

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

OFFER TO LEASE REAL ESTATE

1. **PARTIES:**

TENANT: **D'Amato Associates, LLC**
ADDRESS: 400 Middle Street, Bristol, CT 06010

OWNER: **City of Bristol**
ADDRESS: 111 North Main Street, Bristol, CT 06010

2. **LETTER OF INTENT:**

This will serve as an Offer to Lease certain real estate ("Offer") described as the Premises described in Paragraph #3 and shown on the attached map.

This letter contains the basic provisions of an offer to lease Premises and shall be subject to the Tenant and Owner mutual acceptance of terms & conditions for the use of Premises.

3. **ADDRESS AND DESCRIPTION OF PREMISES:**

Approximately 1.50+/- acres being a portion of undeveloped land situated on the southerly end of 75 Battisto Road as identified on Map 3, Lot 31 on'the City s Assessment Parcel Map ("Premises").

4. **TERM:**

The term of the lease shall be for ten (10) years with five (5), five (5) year option periods.

5. **LEASE RATE:**

Annual lease rate $3,300.00 would be paid in monthly installments of $275.00 is based on the presumed pro-rated (10%) real estate tax collection of the land's valuation ($821,100) for 1.50 acres of the parcel's total 14.9 acreage. Lease rate for options periods would be based on same valuation calculation.

6. **ADDITIONAL:**

Tenant intends to utilize the leased premises in conjunction with its adjacent owned property at 400 Middle Street and utilize it for ground storage. Tenant to maintain and secure Premises. Lease to contain provisions for termination notification for any portion of the Premises in the event the Sewer Plant would need to be expanded. Tenant to provide 24/7/365 access of the Premises to the Sewer Department.

7. **BROKER(S):**

Tenant and Owner both agree that no broker(s) were involved in this transaction. Both parties further agree that if any broker(s) makes a claim for an earned commission, then the respected party would be responsible for said commission and indemnify the other party from paying said commission.

If Offer is accepted, Owner's Legal Counsel shall work in good faith with Owner's Legal Counsel to create a mutually acceptable instrument to lease Premises from Owner to Tenant.

TENANT: D'Amato Associates, LLC

x_____

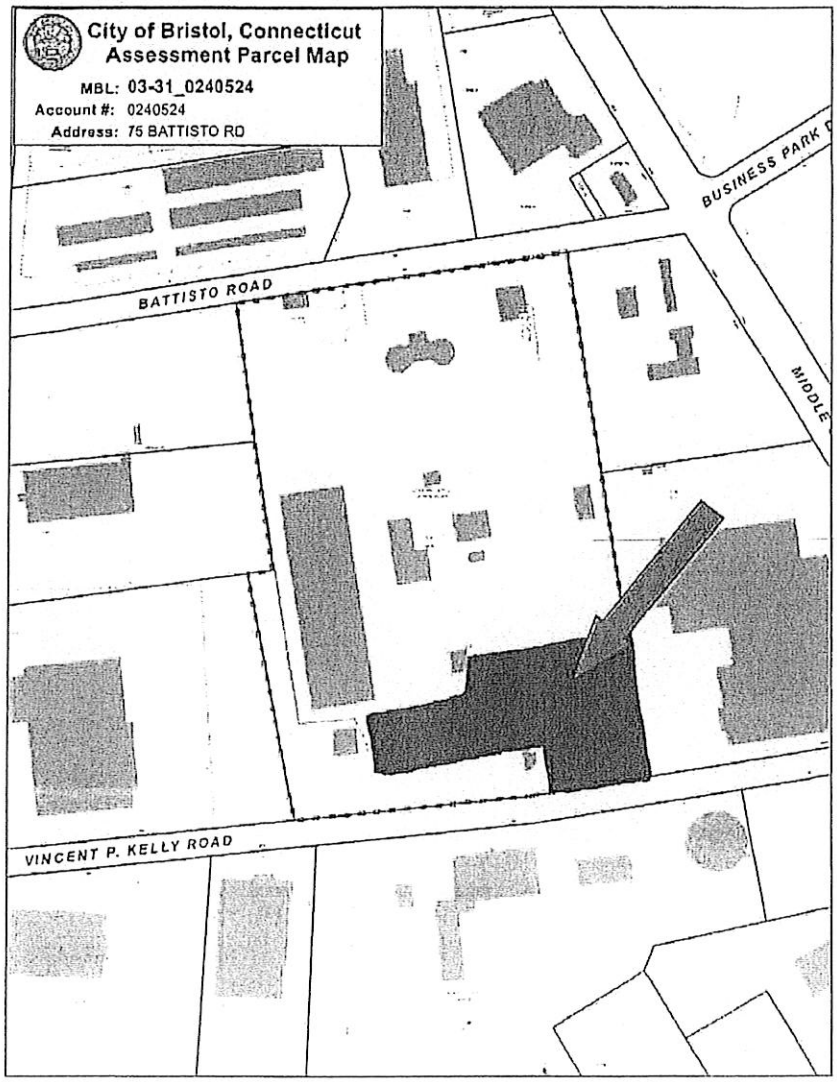
_____
DATE OF OFFER

OWNER: CITY OF BRISTOL

x_____

_____
DATE OF ACCEPTANCE

PREMISES


City of Bristol, Connecticut
Assessment Parcel Map
MBL: 03-31_0240524
Account #: 0240524
Address: 75 BATTISTO RD
BATTISTO ROAD
BUSINESS PARK
MIDDLE
VINCENT P. KELLY ROAD

Public Works | 860-584-6125

Memorandum

Date: June 11, 2020

To: Mayor Ellen Zoppo-Sassu
From: Raymond A Rogozinski, P.E., Director of Public Works

Re: City Council Referral - Bloom Energy Inc.
Request to Lease Portion of City Property - (Map 4 Lot 17-1)
671 Lake Ave (DPW Transfer Station Facility)

The City Council at its June 12, 2020 meeting will be voting to refer a request from Bloom Energy Inc., to lease a portion of the Department of Public Works transfer station property for the purpose of installing a fuel cell. The proposed area is approximately 8,500 square feet. The portion of the parcel in question is within an un-used portion of the Department of Public Works' transfer station facility. A map of the proposed area is attached.

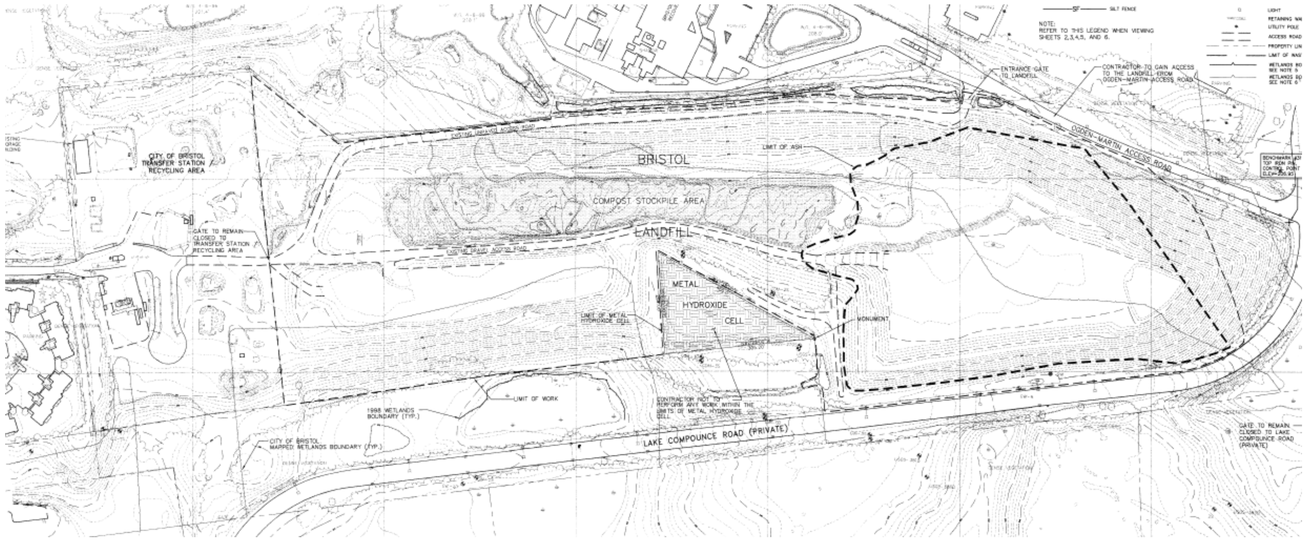
Based on a review of the request the Department of Public Works request the following Board of Public Works action.

Recommend City Council approve the request from Bloom Energy Inc., to lease a portion (approximately 8,500 square feet) of City owned property identified as Map 4 Lot 17-1.

The request is for a lease only and will not interfere with the proposed landfill solar project and does not include a City/Bloom Energy Inc. agreement for energy use. Electricity produced by the proposed fuel cell will be distributed directly to the power grid.

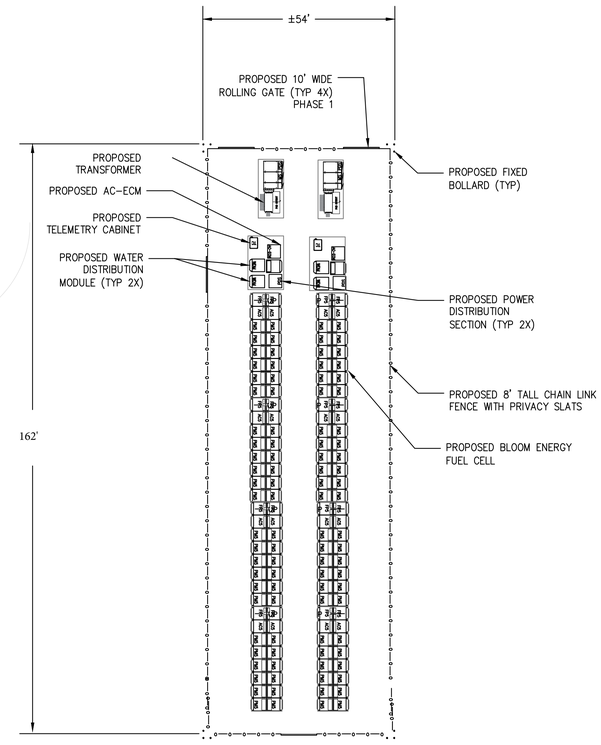
Please feel free to contact me with any questions/concerns at 860-584-6113.

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov



N

OVERALL SITE PLAN
SCALE: NTS
1
G1.1



N

0 20' 40'

OVERALL SITE PLAN
SCALE: 1" = 20'
2
G1.1

Bloomenergy

4353 N. FIRST STREET
SAN JOSE, CA 95134

PROPRIETARY AND CONFIDENTIAL

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CUSTOMER SITE

Bristol Landfill
685 Lake Ave, Bristol, CT

REVISION HISTORY

REV	REVISION ISSUE	DATE
--		

DESIGNED BY	REVIEWED BY
DRAWN BY	APPROVED BY

SHEET TITLE
OVERALL SITE PLAN

DRAWING NUMBER
G1.1

BLOOM DOCUMENT

THIS DRAWING IS 24" X 36" AT FULL SIZE

SITE ID: CAB000.0 | SHEET 01 OF 04

Public Works | 860-584-6125

Memorandum

INFORMATION ONLY

Date: June 11, 2020

To: Mayor Ellen Zoppo-Sassu
From: Raymond A Rogozinski, P.E., Director of Public Works

Re: Bloom Energy Inc.- Request to Lease Portion of City Property (Map 4 Lot 17-1)
671 Lake Ave (DPW Transfer Station Facility)

The Department of Public Works has received a request from Bloom Energy Inc. to lease a portion of City property (Map 4 Lot 17-1), approximately 8,500 square feet for the purpose of installing a fuel cell. The portion of the parcel in question is within an un-used portion of the Department of Public Works' transfer station facility. A map of the proposed area is attached.

Based on a preliminary review the Department of Public Works requests the following City Council Action:

Refer the request from Bloom Energy Inc., to lease a portion of City owned property identified as Map 4 Lot 17-1 to the City Council Real Estate Committee, Planning Commission and Board of Public Works to review the request and make recommendations to City Council. The Planning Commission referral shall be in accordance with CT Statue 8-24.

The request is for a lease only and will not interfere with the proposed landfill solar project and does not include a City/Bloom Energy Inc. agreement for energy use. Electricity produced by the proposed fuel cell will be distributed directly to the power grid.

Please feel free to contact me with any questions/concerns at 860-584-6113.

City of Bristol
111 North Main Street
Bristol, CT 06010
www.bristolct.gov

CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Public Works _____
(Requesting Department)

Date: June 11, 2020 _____
(Submission Date)

For the June 23, 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)

X Additional Appropriation $_3,709,997_____

☐ Transfer from Contingency $_____

☐ Transfer(s) $ _____

☐ Grant $_____

☐ Carry-over(s) $_____

☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on June 18, 2020.
(date)

_____
(Department Head's signature)

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.

Board of Finance Agenda Request Form

1. Reason for request:

The City received State municipal grant in aid funds on June 8, 2020 in the amount of $3,709,997. The transfer request establishes funding in the Public Works Roads Repair and Maintenance account.

Transfer(s) complete the following:

From:	0011018-432059-20G17 Mun Grant State Aid	**To:**	0013019-543000-20G17 PW Roads Rep & Main	**Amount:**	$3,709,997

CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Public Works _____
(Requesting Department)

Date: June 11, 2020 _____
(Submission Date)

For the June 23, 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 $_____

X Transfer(s) $2,500 _____

☐ Grant $_____ _____

☐ Carry-over(s) $_____

☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on June 18, 2020.
(date)

_____
(Department Head's signature)

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.

Board of Finance Agenda Request Form

1. Reason for request:

Transfer request utilizing excess Fleet Capital funds to purchase a trench dewatering pump. Pump used to remove water from trench excavations. Excess fleet capital funds associated with DPW Dump Truck and Plow ($215,000 appropriation – Bid amount of $199,010.56)

Transfer(s) complete the following:

From:	0013026-570500-20004 DPW Dump Truck w/ Plow	**To:**	DPW Trench Dewatering Pump	**Amount:**	$2,500

CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: June 11, 2020
(Submission Date)

For the June 23, 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 $_____

X Transfer(s) $3,200

☐ Grant $_____

☐ Carry-over(s) $_____

☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on June 18, 2020.
(date)

_____
(Department Head's signature)

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.

Board of Finance Agenda Request Form

1. Reason for request:

Transfer request utilizing excess Fleet Capital funds to purchase utility truck from Water Department. Excess fleet capital funds associated with DPW Dump Truck and Plow ($215,000 appropriation – Bid amount of $199,010.56)

Transfer(s) complete the following:

From:	0013026-570500-20004 DPW Dump Truck w/ Plow	**To:**	DPW Utility Truck (used Water Dept. Vehicle)	**Amount:**	$3,200

CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM

To: Board of Finance Commissioners

From: Public Works
(Requesting Department)

Date: June 11, 2020
(Submission Date)

For the June 23, 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 $_____

X Transfer(s) $32,735

☐ Grant $_____

☐ Carry-over(s) $_____

☐ Other

Approval:

This request was approved by the Board of Public Works
(governing Board of your department)
at its meeting held on June 18, 2020.
(date)

6/16/20
(Department Head's signature)

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.

Board of Finance Agenda Request Form

1. Reason for request:

Transfer request utilizing excess DPW Bldg. Regular wage account funds to cover additional Building Maintenance supplies associated primarily with cleaning/PPE supplies & supplies for sneeze guards constructed in response to coronavirus and installed in public service counters. Cost included in DPW's FEMA reimbursement request.

Excess DPW Bldg. Regular wage account funds associated with Division personnel vacancies.

From:	0013013-514000 Build. Maint. Reg. Wages	**To:**	0013013-561400 Build. Maint Supplies	**Amount:**	$9,800

2. Reason for request:

Transfer request utilizing excess DPW Bldg. Regular wage account funds to cover additional DPW Building Maintenance Division overtime associated with required coverage of vacant custodian position and overtime associated with construction of DPW front desk service counter. The DPW counter consisted of relocated glass panels from court complex to provide sneeze guard/ protection for coronavirus. DPW counter included in DPW's FEMA reimbursement request.

Excess DPW Bldg. Regular wage account associated with Division personnel vacancies.

From:	0013013-514000 Build. Maint. Reg Wages	**To:**	0013013-515100 Build. Maint. Overtime	**Amount:**	$7,400

3. Reason for request:

Transfer request utilizing excess DPW Admin wage account funds to cover additional DPW Admin Part time wages associated increase hours of part time staff to provide Division coverage of employee on workers comp.

Excess DPW Bldg. Regular wage account funds associated with Division personnel vacancies.

From:	0013010-514000 Admin Reg Wages	**To:**	0013010-515200 Admin Part Time Wages	**Amount:**	$3,625

4. Reason for request:

Transfer request utilizing excess DPW Admin regular wage account to cover additional Division other wages associated with code differential.

Excess DPW Admin Regular wage account funds associated with Division personnel vacancies.

From:	0013010-514000 Admin Reg Wages	**To:**	0013010-517000 Admin Other Wages	**Amount:**	$294

5. Reason for request:

Transfer request utilizing excess DPW Engineering Regular wage account funds to cover additional other wage cost associated employee vacation buy back.

Excess DPW Engineering wage account associated with Division personnel vacancies.

From:	0013011-514000 Engineering Reg Wages	**To:**	0013011-517000 Engineering Other Wages	**Amount:**	$1,815

6. Reason for request:

Transfer request utilizing excess DPW Engineering Division wage account funds to cover additional Engineering program supplies associated printer cost.

Excess DPW Engineering wage account associated with Division personnel vacancies.

From:	0013011-514000 Engineering Reg Wages	**To:**	0013011-561800 Engineering Supplies	**Amount:**	$656

7. Reason for request:

Transfer request utilizing excess Land Use regular wage account to cover additional DPW Land Use advertising cost associated with posting application legal notices. Increase cost directly associated with additional number of applications processed by the Division.

Excess DPW Land Use Regular wage account associated with Division personnel vacancies.

From:	0013012-514000 Land Use Reg Wages	**To:**	0013012-557700 Land Use Advertising	**Amount:**	$3,500

8. Reason for request:

Transfer request utilizing excess DPW Fleet Regular wage account to cover additional other wages cost associated with employee vacation buy back.

Excess DPW Fleet Regular wage account associated with Division personnel vacancies.

From:	0013017-514000 Fleet Reg Wages	**To:**	0013017-517000 Fleet Other Wages	**Amount:**	$1,150

9. Reason for request:

Transfer request utilizing excess DPW Fleet Regular wage account to cover additional supplies and materials to maintain the DPW garage facility.

Excess DPW Fleet Regular wage account associated with Division personnel vacancies.

From:	0013017-514000 Fleet Reg Wages	**To:**	0013017-561400 Fleet Maint Supplies	**Amount:**	$1,500

10. Reason for request:
Transfer request utilizing excess DPW Fleet Regular wage account funds to cover additional Division program supplies associated primarily with repairs to the facilities emergency generator.

Excess DPW Fleet Regular wage account associated with Division personnel vacancies.

From:	0013017-514000 Fleet Reg Wages	**To:**	0013017-561800 Fleet Program Supplies	**Amount:**	$1,373

11. Reason for request:
Transfer request utilizing excess DPW Street Division Regular wage account funds to cover additional sign supply cost associated installation of City roadway signs and social distancing dots/markers installed in response to coronavirus.

Excess DPW Street Division Regular wage account associated with Division personnel vacancies.

From:	0013015-514000 Streets Reg Wages	**To:**	0013015-589200 Streets Signs	**Amount:**	$1,625

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

June 12, 2020

Board of Public Works
Raymond Rogozinski, P.E., Clerk
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on June 9, 2020 it was voted to refer the request to sell City owned property located on Gina Street to the Real Estate Committee, the Planning Commission pursuant to a Connecticut General Statutes Sec. 8-24 review, and the Board of Public Works for review.

Very truly yours,

Therese Pac, MCTC, MMC
Town and City Clerk

TP/dml

cc: Lindsey Rivers, Public Works Analyst
Janet Letourneau, P.W.