



Department of Public Works | 860.584.6125

**Board of Public Works
Public Works Department Activity Report: Administration – August 2021**

Public Works Monthly Metrics:	
Number of Residential Transfer Station Visitors	4,198
Number of Bulk Collections	362

Current month activities:

- PAYT reporting and debt collection continues.
- Communications, press releases, social media, website maintenance and enhancements are ongoing.
- Management of Street Light repair requests and Shopping Cart ordinance compliance.
- Educational outreach for Reduce & Reuse and training for the Recycle Coach application, which currently has 4,512 users.
- Pursued 138 abandoned shopping carts, resulted in \$180.00 in fines.
- Welcome packets to new residents, which included recycling magnets and events we have scheduled, have been going out Monthly. Since October with the new Welcome Packets we have sent out 727 packets to new homeowners.
- Assisting Solid Waste with Illegal Bulk letters and fines. 53 complaints were received in August, resulting 7 fines.
- Yard Waste is in full swing for 2021. 4,416 residents have signed up. Four barrels were retrieved from non-renewing residents this month.

Next month activities:

- Enforcement of Illegal Bulk, Street light repair requests, welcome letters with new materials, PAYT debt collections, and monitor illegal dumping areas.
- Continue outreach to increase awareness of the Reduce & Reuse program and the Recycle Coach app., due to being closed to the public.
- Continue work on the Department's webpage, Facebook, Instagram and Twitter accounts to enhance media presence. Everything is on our website and social media for residents to fill out or have their questions answered.
- Working with the Streets sign shop to print posters for the recycling trucks and working with Fleet on the final installation.

- Preparing for Electronic Recycling events at the Farmers Market starting 9/4/21 also planning shredding Event on September 18th.

Administration staff or concerns:

Administration Monthly OT Costs: \$131.72

**Board of Public Works
Public Works Department Activity Report: Engineering – August 2021**

Current month activities:

- Shrub Rd RFP for sidewalks. N Main RFP for streetscape imprint after paving
- Complete Riverside Ave Street Scape road Diet
- Issue work orders/ oversee misc. storm drainage work in support of DPW Phase II Summer/Fall Paving program
- Initiate Roadway Pavement Marking program
- Pine Sed Chamber Design out to bid
- N. Main Street Streetscape – Concept Design
- Coordination meetings Eversource/ Water/City Departments regarding Paving Program.
- Signal timing study complete – Staff training pending
- Divinity St culvert coordination and research for drainage. LOTCIP application and roadway classification modification with state.
- Lake Ave culvert coordination and design by consultant.
- Wolcott St reconstruction design coordination.
- ADA transition plan – Consultant completing field inspection of H.C. Ramps
- Pavement Management – Consultant working on roadway ratings.
- Eversource gas main installation coordination for new mains and replacements, roadway repairs by ES or fee in lieu.
- Mem Blvd Bridge Replacement Project – start of construction
- Memorial Blvd Wall Replacement Project – start of construction
- Inspect DPW facilities – Storm water control program
- Confined space training for Pequabuck River culvert sediment removal.
- Pequabuck River Conduit sediment removal awarded to Schultz.
- Complete Louisiana Ave Bridge – Waiting on utility company to move wires then complete fencing for neighbors.
- Drainage for roadway reclamation on Beths and Westwoods.

Next month activities:

- Prepare list for pavement markings/traffic loops for summer/fall paving.
- Punch list items for Riverside Ave Streetscape
- Oversee storm drainage upgrades / repairs for Fall/Spring Paving program.
- Consultant preparation of Storm water Pollution Prevention Plan – DPW James P Casey Road site
- Field St culvert replacement out to bid/design.
- Maple Ct reconstruction design.
- Update CT DOT roadway mapping, update street light inventory for Eversource
- Training with VHB Engineering regarding signal timing. Review report to schedule repairs. (Report to be complete)
- Pine Lake final design of sed chamber

- Sediment removal plans Frederick St bridge/Pequabuck culvert/floodway.
- Work orders for ADA ramps at roads on 2021 paving list.
- Huntington Woods final detention pond storm drain replacement design.
- Schedule Collins Rd drainage improvements for fall.
- Review RFP's for design services Shrub Road Sidewalks
- Pequabuck River/Rockwell Park River restoration (repair erosion), Field St Culvert, and Broad Street Retaining Wall.
- Encroachment permits for fall paving

Engineering Division staff or concerns:

Construction Inspector retiring end of September

Engineering Monthly OT Costs: \$2590.90

Engineering Staff overtime for Major Roadway Improvements Drainage/Retaining Wall/ Culvert Cleanout.

Board of Public Works
Public Works Department Activity Report: Land Use – August 2021

Zoning Commission

Special Permit for a health or fitness club at 650 Emmett Street; Assessor's Map 4, Lot 1B; IP-1 (Industrial Park) zone – APPROVED.

Inland Wetlands & Watercourses Commission

Wetlands Application for construction of an industrial building and associated parking at the Southwest corner of Emmett Street & Broderick Road; Assessor's Map 4; Lot 6-4 – APPROVED WITH STIPULATIONS.

Wetlands Application for construction of a new single-family residential home at Village Street; Assessor's Map 1; Lot 40 – APPROVED WITH STIPULATIONS.

Wetlands Application for construction of new single-family residential home at Village Street; Assessor's Map 1; Lots 36, 37, 38 and 41 – APPROVED WITH STIPULATIONS.

Zoning Board of Appeals

The Board did not meet in August.

Historic District Commission

Certificate of Appropriateness for replacement of a two-story porch in the rear at 174-176 Woodland Street; Assessor's Map 25, Lot 112/17 – APPROVED WITH STIPULATIONS.

Planning Commission

Subdivision, 505-545 Redstone Hill Road (18 lots); Assessor's Map 2, Lots 133, 133-1, 133-2 & 133-3; R-15 (Single-Family Residential) zone – GRANTED CONDITIONAL APPROVAL WITH STIPULATIONS.

Site Plan for research and development facilities and business or professional offices at Lot 6 Business Park Drive; Assessor's Map 3, Lot 6; IP-1 (Industrial Park) zone – APPROVED WITH STIPULATIONS.

Site Plan for a retail store (liquor) at 106 North Street; Assessor's Map 23, Lot 190-1; BG (General Business) zone – APPROVED WITH STIPULATIONS.

Land Use staff or concerns:

- Monthly overtime costs (Board/Commission Secretaries & Assistant City Planner at meetings)
\$1046.97

Board of Public Works Public Works Department Activity Report: Streets – August 2021

Current month activities:

- 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 (Edgewood School-2, Greene Street, Stearns St, Hiltbrandt Rd-3 and Jerome Ave)
- Started parking lot at Pine Lake- Installed drainage and binder (Waiting on sewer lateral to top coat)
- Started Giamatti parking lot- Installed new catch basin tops and removed existing asphalt
- Addressing Street Signs
- Stump Removals/ Loam
- Continuing small road repair
- Curb repair
- Vactor Work
- Cleaned out culverts throughout the city
- Milling and Paving
- Driveway Aprons
- Loam
- Patched Potholes
- Street Sweeping
- Continued assembling Outdoor Classrooms
- Storm Drainage
 - Completed Basin Repairs (Curtiss St, Mill Pond Rd, Giamatti Parking Lot-5, El Toro, Greene St, Robertson and James P. Casey)
 - Installing new poles and signage
 - Created signs for Farms to Families as well as several for BDA projects.
- Winter Operations- (OFF SEASON)
 - Had several storms throughout the month which resulted in snow removal (Intersections, dead ends, sight line issues)
 - Mailbox Repairs

Next month activities:

- Continue with roadside maintenance
 - Street Sweeping
 - Potholes
 - Curb repair
 - Loam
 - Driveway aprons
 - Catch basin repair
- Pine Lake Parking Lot
- Winter Operations(OFF SEASON)

- Plowed and treated roads
- 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 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.

August OT Total- \$2,436.17

Board of Public Works
Public Works Department Activity Report: Solid Waste – August 2021

Current month activities:

- Continued illegal bulk inspection and enforcement activities. We sent out 53 letters and picked up 7 illegal bulk stops.
- The bulk crew picked up 362 scheduled bulk stops.
- Continued Monday-Thursday bulk schedule.
- Continued the on-site management of barrels at the Transfer Station, disassembling, cleaning and reusing barrels.
- Continued curbside yard waste collection.
- We currently have 4,416 active yard waste residents.
- Continued collection of reusable items for the Trash to Treasure program at the Transfer Station.
- Deliver barrels for the Shamrock Run.
- Received shipment of lids for older style rubbish barrels.
- Started repairing lids on older style rubbish barrels.
- WeCare Denali will start hauling out woodchips from the Transfer Station.

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.
- Receive shipment of wheels for automated barrel repairs.
- Receive shipment of 500 new rubbish, recycling and yard waste barrels.
- Assemble and deploy new barrels to residents on the waiting list.

- Receive new clothing recycling bin at the Transfer Station.
- Deploy rubbish and recycling barrels for the Mum Festival.

Solid Waste staff or concerns:

- Manage Solid Waste Division staffing levels.
- Manage Division vehicle equipment needs.
- Continue to cross train Division employees.

<u>OT Costs/Revenue Generated:</u>	
Solid Waste OT =	\$561.80
Transfer Station OT =	\$4,737.61
TS Revenue (PAYT) =	\$24,350.40
Residential Permits =	\$11,755.00
Commercial Permits =	\$150.00
Yard Waste Revenue =	\$900.00
Murphy Road Rebate =	\$0.00
Iron Liberty Recycling =	\$8,650.00
Aluminum Liberty Rec =	\$0.00
Batteries Liberty Rec =	\$519.00
Electronics Take Two =	\$1,280.16
Compost Sale =	\$0.00
Bulk Pick-Up Revenue =	\$0.00
Book Box =	\$65.61
Misc. Revenue =	\$0.00
Border Street =	\$0.00
Illegal Bulk Fines =	\$36.84
Simple Recycling =	\$0.00
Barrel Sale =	\$0.00
Special Pick up – 2 nd	\$1,975.00

<p>Board of Public Works Public Works Department Activity Report: Fleet – August 2021</p>
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Current month activities:

- Streets Div. (C16) roadside mower needs a new clutch assembly as well as some wet brake work. Specialty tools are needed so the machine is scheduled to go out for repair.
- Streets Div. (C8) roadside mower is down due to brake failure. Machine must also be sent out for repair due to an advanced wet brake system that we are not capable of doing. Machine is currently awaiting repair.
- Streets Div. received their new 1ton mason dump now labeled S10.
- Streets Div. (C3) front end loader has an overheating issue. Needs software updated on the machines ECU, then a possible new water pump. Unit is currently being reviewed.

- Streets Div. received 3 new polycastor rear spreaders for vehicles GS8, S9 and GS3.
- Fleet has been prepping vehicles for upcoming winter months.
- Engineering Div. (E7) Ford Expedition, received a full tune up along with fresh fuel filters and a fuel cleansing process.
- Engineering Div. (E8) Chevy impala, has a bad slip in the transmission. Cost to repair exceeds vehicles worth.
- Solid Waste Div. (R6) 2020 automated rubbish truck was sent back for warranty work 2x for a faulty wire harness. Truck is expected back in service by Sept.3.
- Solid Waste Div. (R9) automated rubbish truck was brought in for a failure with the engine brake. Unit is currently being repaired and will be back in service by Set. 1st.
- Fleet has been working with PD to replace the power steering pump on their MATV vehicle. Fleet is awaiting parts for the repair.
- Streets Div. (S26) 10 wheeled dump is still awaiting a hydraulic valve. Truck should be back in service by mid Sept..

Next Month's Activities:

- Continue scheduled service to our Fleet vehicles.
- Continue scheduled services to our other divisions as well as our P.D.
- Continue to follow Covid protocols.
- Continue to keep Streets Ops. Running strong.
- Continue to keep our Solid Waste running strong.

Fleet Maintenance staff or concerns:

- Brenton Eckstom has filed the Mechanics position replacing Richard Anderson.
- William Perrotti is now a streets laborer, no longer a Mechanics helper.
- 2 Mechanics Helper positions are now open.
- Overtime expenditures and totals \$2102.01 (Holiday, Dispatch and Mechanic).