



## CONTACT US:

### Administration

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(860) 713-5153  
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### Wethersfield Repair Facility

60 State Street (rear)  
Wethersfield, CT 06109  
**860-529-0500**

### Norwich Repair Facility

171 Salem Turnpike  
Norwich, CT 06360  
**860-885-2153**

### New Haven Repair Facility

140 Pond Lily Avenue  
New Haven, CT 06515  
**203-397-4590**

### After Hours Emergencies

Call **1-877-454-4204** (toll-free)  
Your call will be answered through the Department of Environmental Protection Dispatch Office, which will assist you.

### Online

Go to [www.das.state.ct.us](http://www.das.state.ct.us) and click on **FLEET OPERATIONS** for additional information on fueling locations, accident forms and mileage reports.

Periodically inquiries are made to Fleet Operations relating to the absence of insurance cards in our vehicles. Usually, the contact is predicated by a police officer questioning one of our drivers as to why they cannot produce a card as required by law. Apparently some officers are unaware that section 14-12F of the Connecticut General Statutes exempts cars and trucks registered to the State of Connecticut from carrying an insurance identification card.

## Insurance Cards

To make matters worse, frequently when an officer is asking for this information it usually means that there has been a motor vehicle infraction, or an accident, which are two of the most stressful situations for a driver to be in. Although we are using this forum to point out that it is perfectly legal for our vehicles not to have insurance cards, counting on our drivers to cite the statute that exempts us may be expecting too much.

In order to minimize confusion and frustration for everyone involved, we are working to develop a communication that explains why our vehicles do not have insurance cards in them. It would be kept with the registration for each vehicle and be available to show any officer upon request.

As part of this process we are also reviewing what information is necessary to provide support to drivers in the operation of our vehicles. Hopefully we can achieve an end result that will be an effective resource and can be stored in the glove compartment of each vehicle. The current thought is that it will contain some basic information on what to do in case of an accident, insurance contact information, emergency numbers for Fleet Operations, and reference the statute that exempts us from carrying insurance cards. By showing it to an officer any skepticism that he/she may have about why we cannot produce an insurance card we hope to eliminate. We expect to have an update by early July.

In an effort to better serve our customers, DAS maintenance facilities have adopted new hours. Effective June 1, our New Haven, Norwich and Wethersfield locations will be open from 7:30 a.m. – 3:30 p.m. (the Buckingham Street fuel station will continue to operate 7:30 a.m. - 4:45 p.m.). Remember, if there is ever a question on hours, address, or phone number information, it is all located on the Fleet Operations page of the DAS website.

## New Hours

# Electronic Accident Report Update

Thanks to all of our customers for the tremendous level of cooperation in using the new electronic Accident Report and helping to make it a success. With almost 100 reports received to date, compliance with our new reporting format is especially high.

However, one of the things that we have learned over the past couple of months is that using our Fleet Administration mailbox as the receiving address for accident reports has become a bit problematic. Since this address is used for other Fleet activities, (e.g. driving complaints and maintenance reminders) we concluded that we need a specific address for accident reports. With that need in mind, we have established **Fleet.Accidents@ct.gov** as the address to receive accident reports. In addition to providing accident reports to Fleet Operations staff, the new link will also directly forward a copy of the report to the Comptroller's office, which is required. Our webpage has been updated to reflect this change, and a link to our new address is posted in the Driver Responsibility section.

## Toyota Recalls

Over the past couple of weeks Toyota has sent recall notices reporting that a fix has been identified for the floor mat/accelerator pedal concerns that were made public earlier this year. The recall is for all 2004 – 2009 Prius. Our shops have been instructed to send every Prius that comes in for service and/or repair to the Toyota dealer in order to have the necessary recall actions completed. So far we are experiencing a turn-around time of approximately one day per car.

We should be able to provide a loaner during this period so that work will not be interrupted. To help ensure that a loaner will be available, we ask you to call our garage a day or two in advance of the next service appointment to clarify the need for a temporary replacement if the recall items haven't been completed.

Specifically, the actions of the recall are modifying the accelerator pedal, and inspecting the floor mats to determine if they are "an older design". If they are then newly designed replacement mats will be installed. Lastly, Toyota will inspect the driver's side carpet and clean it if necessary. These actions are being completed at no cost to the customer. We request that all recalls be done through our shops – in other words, do not have your drivers take them directly to the dealer. Should any drivers express apprehension about driving a Prius during the period before the recall actions can be completed, we should remember Toyota's initial statement, which was - as long as the floor mats have been removed there is no risk to operating the vehicle until it can be brought in.

## Thinking of Leaving?



Before stepping away from state employment for good, please be sure to let us know that you are leaving and who will be handling the ATA responsibilities in your absence, even if the person assigned may only be involved on a temporary basis.