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Wethersfield, CT 06109  
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**Norwich Repair Facility**

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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:  
<http://das.ct.gov> and click on **FLEET OPERATIONS** for additional information on fueling locations, accident forms and mileage reports.

## Buckingham Fuel Station Closing

Due to the closing of the Buckingham Street fuel station, please notify all employees who operate DAS vehicles in the Hartford area that they will need to seek an alternative site from the DOT network of over 60 fueling stations. The nearest location is just a few miles away on Jennings Road in Hartford and there are a half-dozen more fuel sites in close proximity to Hartford (East Harford, Glastonbury, Rocky Hill, Newington, Farmington and Windsor).

In addition, here is the complete listing of all DOT locations where cars can be fueled:  
[http://www.ct.gov/dot/lib/dot/documents/dpurchasing/abc\\_station\\_listing\\_-\\_all\\_state\\_fuel\\_stations.pdf](http://www.ct.gov/dot/lib/dot/documents/dpurchasing/abc_station_listing_-_all_state_fuel_stations.pdf)

DAS will continue to maintain a pool of daily rental vehicles at the Buckingham parking garage. The “rental” office is located just inside of the entrance and will be staffed from 6:30 AM – 6:00 PM, Monday – Friday. As in the past, drivers will submit their approved rental authorizations to DAS Fleet Operations at least 24 hours prior to needing a vehicle. And when picking up the rental car, drivers will continue to provide their driver’s license and complete the same rental form as required in the past. Fleet wishes to extend our thanks to Ray Philbrick and his security team for agreeing to assume the day to day responsibility of the rental cars from the guard office in the Buckingham garage.

Because fuel is no longer available on-site we are relying on each driver to fill-up their rental car before returning it if the fuel goes below half a tank. This simple step ensures that the next person will have a good start to their trip. And, as in the past, the fuel is on us – agencies are not billed for any fuel they use during a daily rental.

## Many Thanks

The closure of the Buckingham Station brings a workplace change for Anthony “Smitty” Smith. Smitty is a DAS skilled maintainer who has worked in Fleet for all 32 years of his state service – the last 13 years at Buckingham. Unfortunately, Fleet will be losing Smitty’s services, but he is not going too far from us! He has decided to extend his already very impressive tenure with DAS by accepting a skilled maintainer position within the DAS trades division. We thank him for his long term of service to Fleet and for the many contributions that he has made throughout the years. We wish him nothing but the best in his new role.



## Please Share

The closing of the Buckingham station reminds us about the importance for agency ATAs to keep their employees who use DAS vehicles informed on Fleet- related matters. The Fleet office frequently receives inquiries from drivers and supervisors. A recent topic has been “ I heard Buckingham is closing, where will we get fuel?” To ensure that there is complete and effective communication on fleet issues with drivers each agency is encouraged to set-up a method to convey information that could impact drivers, whether it’s forwarding *Inroads* to all supervisors, posting it on bulletin boards, including key articles in agency newsletters, or all of the above.

## Parking Tickets

From time to time Fleet is contacted by a city/town or collection agency regarding unpaid parking tickets. Our position is that when we are presented with credible evidence that indicates a charge is in fact correct, DAS issues payment then service transfers the agency responsible for the car to recover our expense. It is the responsibility of each agency to then collect from the employee.

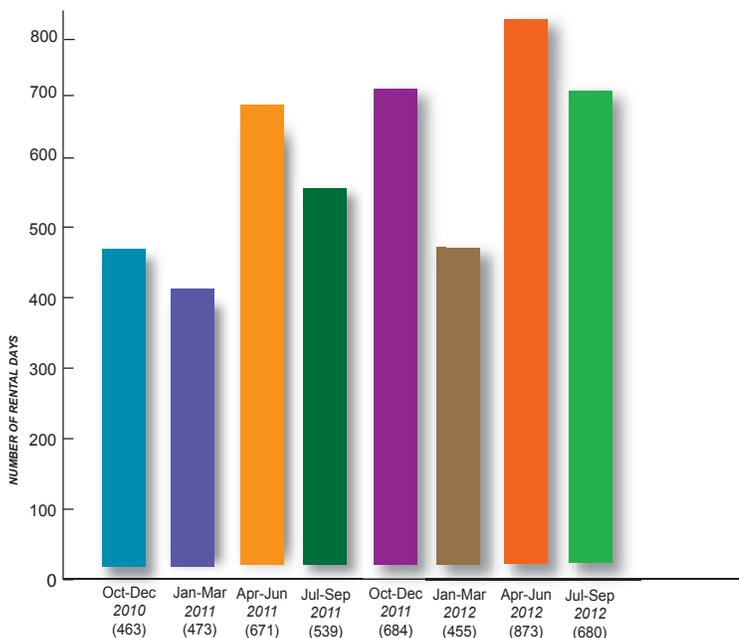
## Need an Extra Car?

The roll-out of our new “office” location for Buckingham rentals is a good time to report that we have continued to upgrade and grow all of our rental fleets. All locations - Hartford, Wethersfield, New Haven and Norwich have recently received additions to their fleet including brand new minivans, Malibus, Fusions and Escapes. This diverse selection of vehicles (including cargo vans

and box-trucks) is available to meet your temporary needs. All we require is 24-hour notice. Rental periods can be as short as an hour or two, or up to a month or more. Rental details, including the authorization form, are available on the Fleet page of the DAS website: <http://das.ct.gov/cr1.aspx?page=11>.

As illustrated in the graph to the left, Fleet interprets the continued increase of rentals as an indicator that our program is meeting agency needs, but we are interested in what you think. If you have an idea on additional features or locations that would increase the daily rental value to your agency, please share your thoughts with us.

NUMBER OF VEHICLE RENTAL DAYS BY QUARTER



For your convenience we have included our rate schedule. It can also be found at: <http://www.das.state.ct.us/cr1.aspx?page=11>