



# TOWN OF MIDDLEBURY

*Public Works Commission*

## MINUTES Regular Meeting November 16, 2015

### **MEMBERS PRESENT**

Terry Smith, Chairman  
Charles Rossi  
Joseph DeSantis  
Francis L. Barton

### **MEMBERS ABSENT**

John DeRiu  
Mark Carroll  
Mark A. Capodanno

### **ALSO PRESENT**

Dan Norton, Public Works Director  
Peter Vaccarelli

### **1. CALL TO ORDER**

The Regular Meeting was called to order at 7:06 P.M. by Chairman Terry Smith.

### **2. APPROVAL OF THE MINUTES OF THE OCTOBER 19, 2015 REGULAR MEETING**

**MOTION:** to approve the Minutes of the October 19, 2015 Regular Meeting. Made by Charles Rossi, seconded by Joseph DeSantis. Unanimous Approval

### **3. DIRECTOR'S REPORT**

Dan Norton, Director of Public Works, reviewed his Director's Report with the Commission. He stated that the deed concerning 30 Ferndale Avenue clearly states that the responsibility of maintaining the common private driveway falls on the property owners. He plans to draft a letter for Chairman Smith to review prior to sending to the property owners. He added that S&S milled approximately 15,580 square yards of pavement on King Street, Allerton Farms Road and Kelly Road and paved back 1,694 tons within 2 days. Excavation and paving was done to realign the greenway around the poles west of Long Meadow Road Extension. Pavement markings will be done on Kelly Road and Allerton Farms Road.

The necessary infrared heating repairs have been completed. Approximately 15,000 pounds of crack sealer have been applied throughout the Three Mile Hill area and the 3 streets off of Park Road. The streetlights on Gleneagle Road were upgraded to LED but it was discovered that 3 of the lights nearest to the cul-de-sac were malfunctioning due to an electrical issue. One of the three has yet to be fixed. The other LED projects are due to commence in the near future. Morton Salt had an issue with their computers causing a problem with acceptance of orders and on October 29, 2015, Mr. Norton finally received a confirmation for his order of 1,200 tons of salt which he placed the day after Columbus Day. He received a call today from Gateway confirming that a delivery will be made tomorrow morning. Two pieces of the sidewalk at the Library have been replaced, as well as the front apron which was under warranty. The small sidewalk to the entrance of the FDHQ has also been replaced. Ollie LeDuc, Building Inspector, is in the process of reviewing the roof plans per the request of the Commission. A couple of drainage repairs and catch basin jobs will continue to be addressed until the winter weather hits. He anticipates being down 2 workers throughout the winter months. He will let the Commission know about the Christmas party once he has picked a date and time.

#### **4. NEW BUSINESS**

##### **a. Approval of the 2016 Meeting Schedule**

**MOTION:** to approve the 2016 Meeting Schedule. Made by Francis Barton, seconded by Joseph DeSantis. Unanimous Approval

#### **5. LIAISONS**

- a. Personnel** – See Above
- b. Budget** – None
- c. Park & Recreation** – None
- d. Equipment** – None
- e. Waste Removal** – None
- f. Energy & Technology** – See Above
- g. Buildings** – See Above

#### **6. ADJOURNMENT**

**MOTION:** to adjourn the meeting at 7:23 P.M. Made by Joseph DeSantis, seconded by Francis Barton. Unanimous Approval

Middlebury Public Works Commission  
Regular Meeting Minutes  
11-16-15

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Filed Subject to Approval,

Respectfully Submitted,

Rachelle Behuniak, Clerk

Original to Town Clerk

cc: Public Works Commission  
Daniel Norton, Director of Public Works