



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES Regular Meeting February 17, 2016

MEMBERS PRESENT

Terry Smith, Chairman
Mark A. Capodanno
Peter Vaccarelli
Francis L. Barton

MEMBERS ABSENT

John DeRiu
Joseph DeSantis
Charles Rossi

ALSO PRESENT

Dan Norton, Public Works Director

1. CALL TO ORDER

The Regular Meeting was called to order at 7:04 P.M. by Chairman Terry Smith.

2. APPROVAL OF THE MINUTES OF THE JANUARY 20, 2016 REGULAR MEETING

MOTION: to approve the Minutes of the January 20, 2016 Regular Meeting. Made by Mark Capodanno, seconded by Peter Vaccarelli. Unanimous Approval

3. DIRECTOR'S REPORT

Dan Norton, Director of Public Works, reviewed his Director's Report with the Commission. He stated that the DPW has responded to 7 events thus far due to slippery road conditions. They are right on track with salt usage which is 998 tons and approximately 5,500 gallons of Ice B' Gone were utilized. He is hopeful that the remainder of the season will be mild. He briefly reviewed the roof plans for Fenn's Farm. The plans and specifications have been sent to Ray Petrozzio, Chairman of Fenn's Farm Committee as well as 3 other members. He requested that they email him their comments whether they are in approval or request any changes. The Southbury Board of Finance has recommended that Southbury proceed with the Intertown Capital Equipment Purchasing incentive (ICE) Program in conjunction with Middlebury. Since both towns accept the National Joint Powers Alliance contracts, said pricing will be in lieu of going

out to bid. He is confident that it will be the best pricing available. The roof plans for the Town Hall and Shepardson Community Center are still being reviewed by Building Official Ollie DeLuc. He also informed the Commission that he has been left with no choice but to request a funds transfer of \$25,000.00 from the diesel fuel line item to the two (2) motor vehicle maintenance accounts which are currently both in the red. While the majority of the vehicle maintenance repairs are being done in house, the cost of parts are above and beyond what was budgeted for and he reviewed a number of those costs with the Commission.

All members present expressed their understanding with the circumstances that brought Mr. Norton to have to request said transfer.

Dan Norton, Director of Public Works informed the Commission of the details surrounding the home invasion suspect that was apprehended with the assistance of the DPW workers who were at the time, plowing the town roads.

Chairman Smith questioned how the budget process was progressing.

Dan Norton, Director of Public Works, stated that things are going well. All questions directed to him are reasonable and warranted, and he is pleased with the how things are proceeding.

Mark Capodanno questioned the status of the DPW being prepared for the summer months ahead.

Dan Norton, Director of Public Works, indicated that the mowers are being worked on in between winter vehicle maintenance and repairs. He also added that while he obviously cannot predict the future, when the time comes to purchase new trucks, he will be very diligent and try to ensure that multiple trucks need not be replaced at the same time in the far-off future.

4. NEW BUSINESS

None

5. LIAISONS

- a. Personnel** – See Above
- b. Budget** – See Above
- c. Park & Recreation** – None
- d. Equipment** – See Above

- e. **Waste Removal** – None
- f. **Energy & Technology** – None
- g. **Buildings** – See Above

6. ADJOURNMENT

MOTION: to adjourn the meeting at 7:36 P.M. Made by Francis Barton, seconded by Mark Capodanno. Unanimous Approval

Filed Subject to Approval,

Respectfully Submitted,

Rachelle Behuniak, Clerk

Original to Town Clerk

cc: Public Works Commission
Daniel Norton, Director of Public Works
Rita Smith, Board of Finance Liaison