



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES Regular Meeting June 20, 2016

MEMBERS PRESENT

Terry Smith, Chairman
Mark A. Capodanno
Francis L. Barton
Joseph DeSantis
Peter Vaccarelli-arrived @ 7:07 p.m.

MEMBERS ABSENT

John DeRiu
Charles Rossi

ALSO PRESENT

Dan Norton, Public Works Director
Edward B. St. John, First Selectman-arrived @ 7:19 p.m.

1. CALL TO ORDER

The Regular Meeting was called to order at 7:05 P.M. by Chairman Terry Smith.

2. APPROVAL OF THE MINUTES OF THE APRIL 18, 2016 REGULAR MEETING

MOTION: to approve the Minutes of the April 18, 2016 Regular Meeting. Made by Joseph DeSantis, seconded by Mark Capodanno. Unanimous Approval

3. DIRECTOR'S REPORT

Dan Norton, Director of Public Works, stated that in lieu of preparing a Director's Report for this meeting he wanted to review the 2016 Town of Middlebury Capital Budget Plan with the members of the Commission. Said document covers all of the known work that they have done throughout the town and includes numerous pictures as well as what is needed in order to bring things up to speed. It contains information about, but is not limited to, the Historical Society, Police Department, Transfer Station, some Park & Recreation items, Fire Department Headquarters, Fenn Farm, work at the Library, Town Hall, Shepardson Community Senior Center, Public Works vehicle maintenance and the Department of Public Works.

Peter Vaccarelli arrived at 7:07 p.m.

The excel spreadsheet of all the individual jobs references an estimate for the cost of the work as well as where Edward B. St. John, First Selectman is suggesting the funds should be appropriated from. Phase I funds would come from undesignated funds and the bond projects. He anticipates bonding approximately \$5,950,000.00. All encompasses work that most people are not aware of but what Mr. Norton has been voicing his concerns about since 2007. The maintenance work and extensive repair work is a direct result of refraining from putting money into anything for a long period of time. He reviewed various photos of milling and paving that has occurred. If you would go through the road list and assign every road to a process to repair said road and bring it to a safe standard using pavement preservation on some roads, crack sealing as well as total resurfacing, he estimates that 8.5-8.75 million dollars would be needed to catch up to the present day. The 3 million dollar bond mark would bring the town up to date and clean up all the backlog if we were in 2011. After the bond project, it does not mean that the town would be ahead of the game. It simply means it would bring the town up to date. Going forward, \$536,050.00 would need to be appropriated per year to continue to maintain the roads at that level. The chart that follows the exiting proposed debt service shows dark bars which represent the existing debt, the brick portion of the bars represent the pay as you go capital, while the barred portion reflects the cost of the bond. So as to avoid extra costs to the taxpayers, Edward B. St. John, First Selectman asked that the ceiling be held level with what is being paid out today. The summary points on page 6 indicate the interest rates and bonding. Towards the back of the booklet is the report from Moody's Investor Service which indicates what the bond rating is, how it was achieved, and various circumstances that affect the bond rating. The booklet also contains the Life Cycle Cost Analysis from Gale Associates, Inc. Since this Commission's last review of said analysis, an engineering cost estimate based on the construction of the roofs was added.

Edward B. St. John, First Selectman arrived at 7:19 p.m.

Mr. Norton stated that a public information meeting will be held on June 28, 2016 at 6:30 p.m. at the library which will include a power point presentation of all the material within the plan. In the meantime, he encourages the Commission members to look over the plan.

Edward B. St. John, First Selectman stated that 10 years of neglect has brought the town to where it is. He plans to hold a multitude of information sessions and the proposal will not be voted on until November. He wants everyone to be aware of what is going to be done. He feels this is an affordable plan. The plan will not result in a spike in the mill

rate. Existing appropriations will be utilized to make it work. The selectmen and the Board of Finance need to agree on an item for the ballot for November which needs to be done prior to September 8, 2016. There will be two (2) dollar amount questions on the ballot. Everything that has a life span of over 20 years will be bonded projects (approximately 5.95 million dollars) and anything under 20 years (approximately 1.2 million) will be done as pay as you go projects. All of the department heads have copies of the plan, as well as the Town Clerk's office, Assessor's Office and the library which will also have a power point presentation available for viewing. He acknowledged the hard work that went into putting the plan together especially from Dan Norton, Director of Public Works and Peter Vaccarelli. He feels that solar energy should also be addressed and how it could be integrated into the capital plan. In addition, he stressed the fact that several building require maintenance as they are dated.

Francis Barton stated that he brought up the issue of the LED streetlights to the Police Department and asked Mr. Norton if he could provide him with the recent information submitted by Jack Hanley of ESCO.

Dan Norton, Director of Public Works, stated that he would provide him with the information.

Joseph DeSantis questioned if the residents could contribute to individual street lights should they request it or any of the additional available features.

Dan Norton, Director of Public Works, stated that he would inquire as to whether or not it is an option.

4. NEW BUSINESS

None

5. LIAISONS

- a. Personnel** – None
- b. Budget** – See Above
- 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 7:49 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