



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES Regular Meeting September 19, 2016

MEMBERS PRESENT

Terry Smith, Chairman
Mark A. Capodanno
Francis L. Barton
Joseph DeSantis
Peter Vaccarelli
Charles Rossi

MEMBERS ABSENT

John DeRiu

ALSO PRESENT

Dan Norton, Public Works Director
Terrence, Student

1. CALL TO ORDER

The Regular Meeting was called to order at 7:01 P.M. by Chairman Terry Smith.

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

MOTION: to approve the Minutes of the June 20, 2016 Regular Meeting. Made by Charles Rossi, seconded by Mark Capodanno. Unanimous Approval

3. DIRECTOR'S REPORT

Dan Norton, Director of Public Works, reviewed his Director's Report with the Commission. Included, were some photos of the Transfer Station with the new traffic pattern pavement markings. It has been well received from the community and seems to alleviate the backup that always seemed to create an issue.

Chairman Smith suggested that if a problem develops in the future, perhaps one lane should be labeled as no parking.

Dan Norton, Director of Public Works, said that it could be done but for now wants to see if what has been done will work as additional paint will increase the need of maintenance and cost.

Mark Capodanno suggested the use of signs as opposed to the additional painting of lines if it is deemed necessary in the future.

Dan Norton, Director of Public Works, stated that the DPW attended the Celebrate Middlebury event which was also well received. They had many visitors and the children thoroughly enjoyed the trucks.

Chairman Smith added that they probably had the most visitors and praised the presentations given to members of the community by Nick and thought he did a phenomenal job.

Dan Norton, Director of Public Works, informed the Commission that the equipment was ordered last week in accordance to the I.C.E. Grant that was signed in conjunction with Southbury. Both Directors of Public Works will meet quarterly to square away accordingly with respect to any required maintenance on the equipment. There is a 5 year/5,000 hour warranty on the paver and the roller has a 5 year/2,500 hour warranty. Although one worker has returned, he just lost another crew member which leaves them down 3 guys. This puts the DPW crew in the same position as they were in 2 winters ago, but he is confident that they will get the job done. The highway department and buildings/grounds spent a good portion of August preparing for the Fire Department's 75th Anniversary Parade. Preparation included mowing, general cleanup, and dead tree removal, all of which resulted in receiving numerous compliments. It has become very apparent that there is an issue with dead trees, primarily ash trees, as his list continues to grow almost on a daily basis. The crew will continue to tackle the list but he runs into a problem when he needs to pull the crew to go do drainage or road work. Vehicle maintenance is ongoing. A Monroe snowplow has been purchased and he anticipates that it will work really well. He feels that it would be wise to purchase one per year and gradually phase out the old plows starting with the 1984 models. Maintenance on the plows and salt spreaders is almost complete. The LED conversion that was discussed at the beginning of the summer for the buildings has been completed with the help of Peter Vaccarelli. The barn roofs at Fenn's Farm and Brookdale Farm are also complete.

Chairman Smith thanked Peter Vaccarelli for coming down during Celebrate Middlebury and saving the day to tend to some technical issues. He also stated that he is working with Rita on finalizing a fee schedule for the Shepardson Community Center and would

like to coordinate with the Larkin Room and Fire Department. He feels that it is an important issue and hopes to bring the community back to Middlebury.

Dan Norton, Director of Public Works, received an email today from Steve Amarante of 1409 South Street, requesting that a street light be put in in front of his house.

Chairman Smith suggested that some research be done and the site be visited.

Francis Barton questioned Dan Norton if he would be open to having the Boy Scouts participate in a civic project around the greenway which would make mowing much easier for the crew.

Dan Norton, Director of Public Works, stated that he would have no issue with it but that it would need to be presented to the Greenway Committee for their approval.

Chairman Smith questioned if the Boy Scouts would be interested in helping out with Celebrate Middlebury next year. They could assist in various ways such as setup, takedown, keeping trashcans empty, and deliver water to people, etc.

Francis Barton was very receptive to the idea.

Chairman Smith stated that either he or Betty Proulx would contact him a few months prior to the event.

4. NEW BUSINESS

None

5. LIAISONS

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

6. ADJOURNMENT

MOTION: to adjourn the meeting at 7:31 P.M. Made by Francis Barton, seconded by Joseph DeSantis. 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