



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES **Regular Meeting** **October 18, 2021**

MEMBERS PRESENT

Terry Smith, Chairman
Mark A. Capodanno
Peter Vaccarelli
Dan Bartholomew

MEMBERS ABSENT

Harold Zinno
Joseph DeSantis

ALSO PRESENT

Daniel Norton, Public Works Director

1. CALL TO ORDER

The Regular Meeting was called to order at 7:13 P.M. by Chairman Terry Smith.

2. APPROVAL OF THE MINUTES OF THE JUNE 21, 2021 REGULAR MEETING

MOTION: to approve the Minutes of the June 21, 2021 Regular Meeting. Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval.

3. DIRECTOR'S REPORT

Dan Norton, Public Works Director commended the current crew on their experience, skill and work ethic. He proceeded to review his report with the Commission, highlighting the following:

June

- Repaired 74 catch basins in preparation of paving and chip sealing.
- Ground up the brush pile at the Transfer Station
- Performed patching, sign repairs and tree removal
- Removed curbing on Shadduck Road and Central Road for the milling and paving operation
- Crew ultimately assisted S&S with the milling & paving

July

- Storm Elsa hit on the 9th, although it was not as severe as anticipated and resulted in minimal tree damage
- Curbing & driveway aprons were installed on Shadduck & Central Roads and DPW finished by backfilling, seeding and laying straw mulch behind new curbing
- Repaired 14 catch basins on Memorial Drive and Chase Road in preparation for milling & paving
- Installed new sewer line on Artillery Road from Rt. 64 to Farm House and installed sewer pump station reaching completion on August 5th

August

- S&S milled, paved, installed curbing & driveway aprons on Memorial Drive & Chase Road
- DPW backfilled & seeded both roads
- Seymour performed Chip Sealing on all roads on list
- Tropical Storm Henri brought heavy rains and minor flooding but minimal winds

September

- Hurricane Ida brought an additional 5.5 inches of rain and resulted in just a few minor issues
- Seymour Sealing fog sealed the chip seal list
- DPW repaired the hammer head on Algin Drive and a piece on the end of Curtis Farm Road
- Extensive patching was done on Mirey Dam, East Farms Road and Winthrop Drive

In preparation of winter, Safety Marking marked new pavement markings on the newly chip sealed and paved roads and will ultimately be painted. He went on to state that they are planning to try a stamped asphalt crosswalk with a herringbone brick pattern with the tiled brick edges on Chase Road. The crew will continue to tub grind the brush pile at the Transfer Station. A final pass of roadside mowing and patching with Hot Patch will be performed. The tree removal list will continue to be tended to. He suspects that over 1,000 trees have been removed as of this date. A trade in was made on the 2011 Volvo EW180 with a new 2021 CAT M318 rubber tired excavator.

Peter Vaccarelli, Assistant Director of DPW, went on to review the following with respect to Buildings & Grounds:

- Asphalt repairs were performed for the Skateboard rehabilitation at Ledgewood Park. Those that offered to volunteer for the equipment repairs can commence at any time.

- New phone system was completed
- Bathroom renovations at Shepardson Community Center were completed
- The License Recognition camera at DPW was mounted, however, there are issues being addressed by Master Security
- Heating steam traps at the Town Hall & Shepardson are 95% complete with an expected completion date of 11-12-21
- Vertical exterior overhangs were painted at FDH and PDH
- Assessor and Town Clerk's offices were upgraded with new cabinets, carpeting, and paint. The Assessor's office was provided new furniture
- Concrete and painting rehabilitation project at the Dog Pound was completed
- Foundation footings and walls for the new WPCA building are 90% complete and the masonry contractor commenced today
- Roof at the Historical Building was replaced, chimney and front porch were repointed, and the extensive water damage was repaired and painted
- Major maintenance for the CAT & Kohler generators commenced today and will continue through the week

Chairman Smith questioned how the building at Ledgewood Park is holding up.

Peter Vaccarelli replied that it is holding up well with the exception of some plumbing issues.

4. NEW BUSINESS

None

5. LIAISONS

- Personnel** – See Above
- Budget** – None
- Park & Recreation** – See Above
- Equipment** – See Above
- Waste Removal** – None
- Energy & Technology** – See Above
- Buildings** – See Above

6. ADJOURNMENT

MOTION: to adjourn the meeting at 7:37 P.M. Made by Dan Bartholomew, seconded by Mark Capodanno. Unanimous Approval

Middlebury Public Works Commission
Regular Meeting Minutes
10-18-2021

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Filed Subject to Approval,

Respectfully Submitted,

Rachelle Behuniak, Clerk

Original to Brigitte Bessette, Town Clerk

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