



# **TOWN OF MIDDLEBURY**

*Public Works Commission*

## **MINUTES Regular Meeting January 25, 2022**

### **MEMBERS PRESENT**

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

### **MEMBERS ABSENT**

Harold Zinno  
Joseph DeSantis

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

The Regular Meeting was called to order at 7:00 P.M. by Chairman Terry Smith.

### **2. APPROVAL OF THE MINUTES OF THE OCTOBER 18, 2021 REGULAR MEETING**

It was mistakenly stated at said meeting that the water damage at the Historical Building was repaired and painted when in reality, it was not at that point in time.

Peter Vaccarelli confirmed that said repairs were performed after the October 18, 2021 meeting.

**MOTION**: to approve the Minutes of the October 18, 2021 Regular Meeting with the following amendment:

#### **Item #3, Page 3 - Director's Report**

- Roof at the Historical Building was replaced, chimney and front porch were repointed, however, the extensive water damage has yet to be repaired and painted

Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval.

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

Peter Vaccarelli, Assistant Director of DPW, reviewed the Director's Report prepared by Dan Norton, Public Works Director. The DPW has responded to 8 instances of snow covered or icy road conditions. 17.2 inches of snow/ice accumulations in total as of this date. 688+ tons of treated salt and approximately 400 gallons of liquid have been utilized. The storm that resulted in freezing rain on the morning of January 5, 2022 caused exceptionally slippery roads and noted that it has been quite some time since he's experienced them being so slippery. The frequent rain/snow mix type of storms that are followed by cold temperatures are creating small ice conditions to appear throughout town. Tree removal and sign work will continue as weather permits. Pothole patching, as a result of numerous freeze thaw cycles, will continue as needed between storm events. He went on to offer a copy of a dissertation of the various storms created by Dan Norton, Public Works Director to the members of the Commission for their review.

Peter Vaccarelli, Assistant Director of DPW proceeded to review his report with respect to Buildings & Grounds. The site work at the new WPCA building has been completed. The installation of the concrete floor slab is expected to be completed in the spring. Steel erection is planned for January 26, 2022, weather permitting. Mechanical and electrical contractors commenced work in the highway garage which is part of the new WPCA building. The HVAC duct cleaning at the Town Hall, Historical Building, Shepardson CC, PD, Library, lower Library, FD, Highway Garage and Dog Pound is expected to be completed by January 21, 2022. The former Dispatch room at the PD Headquarters is being converted into a conference room and the work is approximately 80% complete. Replacement of the Pella windows at the Library has been rescheduled to February 12, 2022. The crew continues with snow duty (plowing & shoveling) as well as performing equipment maintenance.

### **4. NEW BUSINESS**

None

### **5. LIAISONS**

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

**6. ADJOURNMENT**

**MOTION:** to adjourn the meeting at 7:13 P.M. Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval

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