



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES Regular Meeting February 23, 2022

MEMBERS PRESENT

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

MEMBERS ABSENT

Harold Zinno
Joseph DeSantis

1. CALL TO ORDER

Chairman Terry Smith called the Regular Meeting to order at 7:01 P.M.

2. APPROVAL OF THE MINUTES OF THE JANUAR 19, 2022 REGULAR MEETING

MOTION: to approve the Minutes of the January 19, 2022 Regular Meeting.
Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval.

3. DIRECTOR'S REPORT

Dan Norton, Public Works Director apologized for his absence for the January 19, 2022 in anticipation of the approaching winter storm. He then went on to review his report with the Commission, highlighting the following:

DPW

- Total accumulation of snow/ice (mostly ice) to date is 32.4" requiring 15 responses by the crew
- 1,450+ tons of treated salt have been utilized thus far. 500 tons were purchased, leaving approximately 700 tons to date

- Highway crew has been catching up with maintenance between storms, including rust removal and painting of trucks and equipment. He voiced his exceptional appreciation of those that are working on the two tri-axles, which involves polishing to bare stainless steel, ultimately leaving the 18 & 21 year old vehicles looking new. The pride in their work is evident.
- Tree work, sign repairs and pothole patching all continue as time allows
- Firewood is being offered free of charge to residents while supplies last
- Mechanics continue to work on the fleet in preparation for spring

Budget

- Having to project pricing for the upcoming years for the already rising costs of motor fuel, heating oil & tip fees for MSW are proving to be a challenge. He believes a possible contingency plan to put funds away in preparation for the years is being worked on by the First Selectman and the Board of Finance

Peter Vaccarelli, Assistant Director of DPW reviewed his Buildings & Grounds report:

Town Hall:

- 2 new heat pumps are complete & the AC will be tested during warmer weather
- Selected areas are being painted
- Land Use Office/Building Dept. is being painted and a large monitor is being installed for enhanced visibility of plans by staff to better assist the public

Shepardson Community Center

- Due to water damage that occurred prior to the slate roof installation, painting is scheduled for mid-March

Library

- Replacement of Pella window sashes were completed on February 10th.

FDHQ

- Partitions for the locker room, ladies' room and men's room are expected to be installed on February 28th

DPW

- Steel fabrication of the new WPCA is complete in preparation of roof installation next week, weather permitting
- Mechanical, plumbing, sprinkler & electrical systems will follow soon after
- January 21, 2022 marked the completion of duct cleaning in all buildings

Dan Norton, Public Works Director, stated that Duct Diagnostics was a pleasure to work with from beginning to end.

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** – See Above
- f. **Energy & Technology** – See Above
- g. **Buildings** – See Above

6. ADJOURNMENT

MOTION: to adjourn the meeting at 7:32 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