



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES Regular Meeting March 21, 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 7:09 P.M.

2. APPROVAL OF THE MINUTES OF THE FEBRUARY 23, 2022 REGULAR MEETING

MOTION: to approve the Minutes of the February 23, 2022 Regular Meeting.
Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval.

3. DIRECTOR'S REPORT

Dan Norton, Public Works Director reviewed his report with the Commission. He stated that the firewood that was offered free of charge to residents was very well received. He estimates that they processed 70-80 cords of wood in a matter of 2 days and anticipates being able to offer it again as soon as the availability presents itself. The equipment repairs are in full swing. He shared photos of a 1961 town truck as well as the 18-year old truck that some crew members have been working on. Sign repairs, tree removal and pothole patching all continue as weather and time allows. He commented that the outlet for the hot mix asphalt has been working out very well. DPW will begin picking up broken curbing on March 28th in preparation for when the asphalt plants open up. Provided the weather cooperates, street sweeping is due to commence on April 4th. He is in the process of refilling the salt bin as he suspects the price will increase next year.

Peter Vaccarelli, Assistant Director of DPW reviewed his Buildings & Grounds report. Building Department work in the Town Hall is approximately 95% complete. The Town Clerk's office furniture was installed. Painting at the Shepardson Community Center is 50% complete. The generator notification system at the Library is now working. The partitions in the FD bathrooms were installed. A roof inspection was performed at the PD on March 18th and a report from Eagle Rivet Services is expected soon. The need for repairs of the asphalt roof are expected in the near future. The steel studs at the new PW building and the exterior walls are being prepped for siding and the roof started this morning. The mechanical, plumbing, sprinkler and electrical systems are all already in progress.

Dan Norton, Public Works Director, added that the grass cutting machinery is being worked on and the 2 big mowers will be serviced by Turf Products.

4. NEW BUSINESS

None

5. LIAISONS

- a. **Personnel** – None
- 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 7:25 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