



# **TOWN OF MIDDLEBURY**

*Public Works Commission*

## **MINUTES Regular Meeting June 20, 2022**

### **MEMBERS PRESENT**

Terry Smith, Chairman  
Joseph DeSantis  
Peter Vaccarelli  
Dan Bartholomew

### **MEMBERS ABSENT**

Harold Zinno  
Mark A. Capodanno

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

Chairman Terry Smith called the Regular Meeting to order at 6:56 P.M.

### **2. APPROVAL OF THE MINUTES OF THE MARCH 21, 2022 REGULAR MEETING**

**MOTION**: to approve the Minutes of the March 21, 2022 Regular Meeting.  
Made by Dan Bartholomew, seconded by Joseph DeSantis. Unanimous Approval.

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

Dan Norton, Public Works Director reviewed his report with the Commission. He stated that street sweeping ended last month. Catch basins that are being repaired are being cleaned during the process. The list of asphalt curb repairs, hot patching and apron repairs has been completed, although, additional ones are addressed as they become apparent. The crew backfilled all of the curb repairs and the farm has been taken care of. Mulching is progressing. They are currently on the greenway and working their way down through the center of town. A large portion of the greenway will be mulched once O&G completes the curbing. The cost of milling and paving has risen dramatically and is forcing the department to explore alternative methods of road resurfacing. They have utilized quite a bit of Chip Seal and are using ¾" stone in an attempt to create a smoother

surface. He is eager to view the outcome of the Ultrathin bonded asphalt, similar to Nova Chip, which DOT is expected to use on some of the entrance and exit ramps on I84. All of the spring cleanup was completed prior to Memorial Day. Due to the fact that obtaining summer help has proved to be difficult, George Hale is weeding and mulching various smaller beds throughout the town. With the cool nights, warm days, regular rainfall and recent spreading of fertilizer, grass is growing exceptionally fast and mowing is in high gear. The aerating, over-seeding and fertilizing done in May was extremely successful and he is pleased with the results. He went on to share the following 2022 Chip Seal List:

1. Old Watertown Road
2. White Deer Rock Road (from Tranquility to Tyler's Cove)
3. Christian Road
4. Lubec Road
5. Lockhart Drive
6. Central Road
7. Crest Road
8. Tyler Road
9. Tyler Crossing
10. Park Road Ext. (from Route 63 to Three Mile Hill Road)
11. Turnpike Drive

They are planning to try some fog sealing with pavement rejuvenator in an attempt to preserve the following roads:

1. Charcoal Avenue
2. Upper Whittemore Road
3. Tranquility Road
4. Spring Road
5. Bristol Drive

Catch basin repairs have been underway and they are concentration on the chip sealing and fog sealing lists first. He anticipates addressing Falcon Crest and Strathmore Drive in the fall, which will be a mill and pave operation. Permission was granted by Attorney Tzepos of Burr Hall Road to go through his yard for necessary drainage work, although permission needs to be obtained for an additional location. Major drainage repair on Algin Drive and milling and paving on Mirey Dam are expected. Shimming in preparation for 2023 chip sealing will be performed once all of the drainage on Burr Hall Road is complete and they plan to use trackless tack. Chesham Drive will be shimmed as well. The paving list has been minimized this year due to the high cost of asphalt,

although alternatives are being considered. Lastly, her shared that Carmine Penzerro's last day will be July 2, 2022 as he will be retiring.

Peter Vaccarelli, Assistant Director of DPW reviewed his Buildings & Grounds report. Painting in the Building Dept. is complete. Painting will resume at the Town Hall at some point in late June while some exterior painting is scheduled for July. Final testing for the heat pump systems for the upper floor proved that they are operating very well. Painting will commence again at Shepardson Community Center in July. There is an issue with the generator at the Library which may require Zelek Electric to return and troubleshoot. The MRA and Quassy ballfield water systems have been chlorinated and tested. The MRA was able to open as planned. All of the equipment has yet to be received by Schmidt Mechanical for the air filtration systems in the FD headquarters gear room and basement. While the gear room is complete, the basement needs to be scheduled. Following inspection, it was confirmed that the 2-layer shingle roof at the PD needs to be replaced. The generator transfer switch also needs to be replaced as the existing software cannot be updated due to the age of the equipment. Progress continues at the WPCA building. Exterior siding is 95% complete, garage doors installed, man door hardware and concrete floor slab are complete. The interior painting is 85% complete and they are waiting for the roof install date. Schmidt Mechanical completed approximately 50% of the water system, 70% of the compressed air and 50% of the water system. The gas heaters and exhaust systems have yet to commence. B&G is extremely busy with mowing, weed whacking, trimming and weed spraying.

#### **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** – None
- f. Energy & Technology** – See Above
- g. Buildings** – See Above

#### **6. ADJOURNMENT**

**MOTION:** to adjourn the meeting at 7:22 P.M. Made by Joseph DeSantis, seconded by Dan Bartholomew. Unanimous Approval

Middlebury Public Works Commission  
Regular Meeting Minutes  
6-20-2022

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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