



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES Regular Meeting November 19, 2018

MEMBERS PRESENT

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

MEMBERS ABSENT

Charles Rossi

1. CALL TO ORDER

The Regular Meeting was called to order at 6:56 P.M. by Chairman Terry Smith.

2. APPROVAL OF THE MINUTES OF THE OCTOBER 15, 2018 REGULAR MEETING

MOTION: to approve the Minutes of the October 15, 2018 Regular Meeting. Made by Mark Capodanno, seconded by Joseph DeSantis. Unanimous Approval.

3. APPROVAL OF THE 2019 PUBLIC WORKS COMMISSION MEETING SCHEDULE

MOTION: to approve the 2019 Public Works Commission Meeting Schedule. Made by Joseph DeSantis, seconded by Dan Bartholomew. Unanimous Approval.

4. PUBLIC COMMENTS

Chairman Smith informed the members of the Commission about a letter that was sent by Mr. Barnes accusing the Planning & Zoning Commission and the Director of Public Works with not following the Scenic Road Ordinance, Spring Road in particular. Chairman Smith did look into his concerns with respect to recent paving on Spring Road and he determined that the Scenic Road Ordinance was and is being followed. He informed Mr. Barnes of the research he did at the November 1, 2018 Planning & Zoning

Commission meeting and expected Mr. Barnes to attend a Public Works Commission meeting. In light of his absence, Chairman Smith requested to remove Public Comment from the agenda from this point forward.

5. DIRECTOR'S REPORT

Peter Vaccarelli reviewed the following from Dan Norton's Director's Report with the Commission:

- 1,650 tons of treated salt was delivered during the first week of November;
- Wood guiderails and masonry on southeast corner of Watertown Road Bridge was damaged by a stolen vehicle;
- Asphalt handwork and backfilling of all newly paved roads are complete;
- Curbing at DPW is complete;
- Underground gas tank at PD has been removed;
- Downed trees at 5 locations due to November 2, 2018 storm have been cleaned up and tree removal continues as manpower allows;
- On November 15, 2018, 8.7 inches of snow and sleet fell before turning to freezing rain and then rain which resulted in an influx of traffic issues;
- New truck is being built at Truck Builders of CT;
- Motor Vehicle Maintenance budget is taking quite a hit with all of the necessary expensive repairs to the trucks, salt spreaders and snowplows.

Peter Vaccarelli then went on to review the following from his own report for Buildings & Grounds;

- Town Hall HVAC system is complete but they are in the process of trying to balance the new system with the existing steam system;
- All Painting at the FDH is complete and the parking lot entrance double doors are scheduled to be installed during the 1st week of December;
- Exterior painting and roof repairs at the PD are complete and the roof parapet trim should be replaced in the near future;
- The new stainless steel roll-up doors for the salt shed are complete as well as the cleaning and resealing of the concrete walls;
- Library metal roof and EPDM repairs have yet to be scheduled due to weather delays. The gutters and downspouts heat trace project will commence when the major repairs are scheduled.

6. NEW BUSINESS

None

7. LIAISONS

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

8. ADJOURNMENT

MOTION: to adjourn the meeting at 7:23 P.M. Made by Dan Bartholomew, seconded by Joseph DeSantis. Unanimous Approval

Filed Subject to Approval,

Respectfully Submitted,

Rachelle Behuniak, Clerk

Original to Town Clerk

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



TOWN OF MIDDLEBURY

Public Works Commission

**2019
MEETING SCHEDULE
Shepardson Community Center
Room 7
7:00 p.m.**

Wednesday – January 23, 2019
Wednesday – February 20, 2019
Monday – March 18, 2019
Monday – April 15, 2019
Monday – May 20, 2019
Monday – June 17, 2019
Monday – September 16, 2019
Monday – October 21, 2019
Monday – November 18, 2019

Approved this 19th day of November, 2018

**Terry Smith,
Chairman**