



# TOWN OF MIDDLEBURY

*Public Works Commission*

## MINUTES Regular Meeting February 20, 2019

### **MEMBERS PRESENT**

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

### **MEMBERS ABSENT**

Charles Rossi  
Joseph DeSantis

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

The Regular Meeting was called to order at 6:59 P.M. by Chairman Terry Smith.

### **2. APPROVAL OF THE MINUTES OF THE JANUARY 23, 2019 REGULAR MEETING**

**MOTION:** to approve the Minutes of the January 23, 2019 Regular Meeting. Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval.

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

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

- As of today's date, the total snow/ice accumulations is 20.6"
- DPW responded to slippery road conditions on 10 occasions
- 6 out of the 10 were ice storms or "kitchen sink" snowstorms which ended with a layer of ice
- The first and heaviest snow fall occurred on November 15, 2018 with 8.7"
- 1,282 tons of salt have been utilized and the supply should be adequate provided we receive the normal 14-15 storms
- Due to storms occurring on Sundays and Holiday, overtime is running heavy
- The 2019 Mack Truck has been delivered and the Town Seal & Truck Number were done by Sign Pro. However, the GPS unit, Fuel Management System ID and Two-Way Radio have yet to be installed

- Budget requests for 2018-2019 as well as 2019-2020 were supplied for review according to department numbers.

Peter Vaccarelli went on to discuss the following from his report:

- Final pricing for the new 100KW generator and automatic transfer switch is at the comparative analysis stage and is being reviewed. The base generator proposal is specified by H.O. Penn, Caterpillar and electrical contractor pricing has been received. He suspects that there will be a decision made by Monday.
- The Capital Plan work itinerary for 2019 -2020 has been established and the vote for the Capital Plan is scheduled for March 27, 2019. He encouraged all to go out and vote.
- Four (4) new fixed glass windows that were installed in November at the Town Hall (walkway to the vault) are now leaking. He plans to meet with Waterbury Glass, who did the install, to discuss said issue.
- The metal roof at the Library started in late December by Eagle Rivet. Due to weather, they have only been able to work four (4) days. As a result, Broadway Electric has not been able to install the heat trace and it seems as though will not be done until the spring.
- DPW is providing specifications for Fenn Farm electrical work. The overhead barn to barn power supplies are damaged and do not meet code requirements.

Chairman Smith questioned if there was any information with respect to the damage that was incurred due to the wind storm.

Peter Vaccarelli replied that they are still waiting for a response from FEMA.

#### **4. NEW BUSINESS**

None

#### **5. LIAISONS**

- Personnel** – See Above
- Budget** – See Above
- Park & Recreation** – None
- Equipment** – See Above
- Waste Removal** – None

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

**6. ADJOURNMENT**

**MOTION**: to adjourn the meeting at 7:14 P.M. Made by Peter Vaccarelli, seconded by Mark Capodanno. 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