



TOWN OF MIDDLEBURY

Public Works Commission

MINUTES Regular Meeting February 19, 2020

MEMBERS PRESENT

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

MEMBERS ABSENT

Charles Rossi
Joseph DeSantis

ALSO PRESENT

Daniel Norton, Public Works Director

1. CALL TO ORDER

The Regular Meeting was called to order at 7:03 P.M. by Chairman Terry Smith.

2. APPROVAL OF THE MINUTES OF THE JANUARY 22, 2020 REGULAR MEETING

MOTION: to approve the Minutes of the January 22, 2020 Regular Meeting. Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval.

3. DIRECTOR'S REPORT

Dan Norton, Public Works Director, stated that it's been an easy winter thus far. There has been a total accumulation of approximately 16" of snow and ice. DPW responded to slippery road conditions on 11 occasions. 840 tons of treated salt have been utilized and the remainder of the supply should be adequate provided the weather pattern remains the same. Because of the mild winter and lack of frost in the ground, the crew has been able to perform sign repairs including the replacement of 60 poles, 4 stop signs, 16 speed limit signs, 6 street name signs and 34 warning signs. They have also been working on numerous pieces of the equipment. He then reviewed the proposed FY 20-21 budget requests with the Commission.

Peter Vaccarelli went on to give his update on Buildings & Grounds. The bathroom renovations at Shepardson Community Center are progressing. The final drawings are complete and have been reviewed. Ames & Whitaker requested that a hazardous waste survey be done prior to commencing the work. The FDHQ kitchen renovation began on January 6th and was completed on February 7th. Buildings and Grounds crew continues to brush cut, clean up and continue with general repairs on summer equipment. Zelek

Electric returned on February 4th to complete some work associated with the generator job. CAT is expected in the near future to make some program changes and updates. The Ledgewood Park camera upgrades, which is part of the Capital Plan Project, is currently at a standstill but is expected to resume once the weather changes. The installation of the televisions at the Shepardson Community Center has been accomplished.

Chairman Smith requested that the one installed in front of room 26 be relocated.

Peter Vaccarelli replied that it will be addressed. He went on to announce that the DPW purchased a used 26' Scissor Lift with 204 hours of run time.

Dan Norton, Public Works Director, added that for the number of times they needed to rent one, it was more cost effective to purchase the used one.

4. NEW BUSINESS

None

5. LIAISONS

- a. **Personnel** – None
- b. **Budget** – See Above
- c. **Park & Recreation** – See Above
- 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 7:20 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