



TOWN OF MIDDLEBURY
Public Works Commission

MINUTES
Regular Meeting
January 17, 2024

MEMBERS PRESENT

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

MEMBERS ABSENT

Harold Zinno, Jr.
Michael MacDonald
Joseph DeSantis

ALSO PRESENT

Daniel Norton, Public Works Director
Nicholas Sidorick, DPW Working Foreman
Valmira Arifi, Resident; 1428 Straits Turnpike

1. Call to Order

Chairman Terry Smith called the Regular Meeting to order at 7:02 P.M.

2. Approval of the Minutes of the November 20, 2023 Regular Meeting

MOTION: to approve the Minutes of the November 20, 2023 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 as follows:

DPW has been in winter mode however, this winter has been warm with heavy rain storms until recently.

1. Winter Ops:
 - a) 2 storms
 - b) About 10" accumulation of snow/sleet/freezing rain
 - c) 41 hours overtime
 - d) 11 Hours of straight time
 - e) 500 tons of treated salt and 3,000 gallons of liquid deicer
2. Comparisons:
 - a) We had 5 storms last year, by this date which also happens to be the 3- year average number of storms to date.
 - b) Our crew worked 41.5 hours overtime last year, by this date.
 - c) 3-year average is over 3 times that (121 hours) of overtime worked by this date.
 - d) We had 4.31" of snow and ice accumulation at this time last year
 - e) 3-year average = a little over 34" accumulation by this date.
3. Storm cleanup from recent heavy rain/windstorms
4. We were patching potholes before the snow, doing tree removals and sign repairs.
5. There is a pipe collapse on the corner of Fenn and Joy that will be addressed tomorrow.

Vehicle Maintenance:

1. Refurbishing the 1994 Mack single axle continues.
2. The mechanics have been busy servicing and repairing a steady stream of police cars and trying to catch up on servicing our smaller trucks.
3. The street sweeper will be in the garage next month.

Equipment:

1. Overnight on November 8, 2023 the New Holland roadside boom mower caught fire. Fortunately, the fire extinguished itself due to lack of oxygen.
 - Kahn Tractor in North Franklin is doing the repair.
 - A new cab was ordered from New Holland along with a new wiring harness and a bunch of other parts.
 - o No ETA on the replacement cab yet.
2. Town purchased a left over 2021 New Holland TS6.110 tractor equipped with an Alamo 22' Machete boom mower and 60" deck from Westchester Tractor in Brewster NY. This purchase saved 18% off current list price.
 - Westchester Tractor delivered the machine January 5th.

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Peter Vaccarelli, Assistant Director of DPW, reviewed the following updates regarding his Buildings & Grounds report:

- Police Department Headquarters. The new **H.O.** Penn Caterpillar generator was installed and tested. Generator has been exercising and running. New Digital Cellular Monitoring System installed.
- PDH: Additional Fire Protection has been installed in the prisoner cell area. Two Smoke Detectors and a Strobe Light were added, installed and tested.
- PDH: Preliminary meeting with Jacunski Hume Architects for new Evidence Room and Juvenile Holding Cell. Jacunski/Hume was awarded the Design Package for both rooms. Drawings will be ready by the end of February to Mid-March.
- Town Hall: FOB lightning issue was finally resolved after (3) visits by AES.
- Town Hall: A steam pipe broke in the wall of the lower level Men's Lavatory. The existing plaster ceiling had to be removed. Piping has been repaired. The new ceiling will be drywall with a 2' X 2' Access Panel so that future repairs can be made.
- Town Hall: All lightning damage from September 8, 2023 lightning strike has been completed.
- Town Hall: New CAT Cellular Digital Monitoring System installed
- Shepardson: Painting is finally complete to date.
- Shepardson: Generator Block Heater defective, replaced by **H.O.** Penn.
Shepardson: New Digital Monitoring System installed.

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- Historical: Nothing to report.
- Library: Nothing to report.
- Fire Department Headquarters: Basement and Gear Room Air Filtration systems are complete.
- Vehicle Maintenance: Eye Wash unit installed.
- Vehicle Maintenance: New CAT Cellular Monitoring system installed.
- Highway Garage: New Conference Room. Submittals have been received.
- Highway Garage: New CAT Cellular Digital Monitoring system installed.
- B & G: Eye wash unit installed
- WPCA: Nothing to report.

4. New Business

**Valmira Arifi, Resident
1428 Straits Turnpike**

Request for Street Light -

Director Norton received an email from Ms. Arifi requesting a street light at the intersection of Anawan Avenue and Straits Turnpike/Route 63 based on her concerns for public safety.

After doing research on who holds jurisdiction re: street lights on Straits Turnpike/Route 63 because Route 63 is a State Highway, Director Norton determined that the Town has jurisdiction over street lights. Director Norton determined that this intersection fit all the requirements for a street light and communicated his findings and plans to erect a street light at said intersection to Commissioner Smith in late December.

Ms. Arifi stated that she had not received notification of the decision to approve a street light. Commissioner Smith offered his apologies and explained that she had not yet received notification of the decision due to the timing with the holidays and the DPW's winter schedule. He stated that he will cc Ms. Arifi on all future communications re: the installation of the street light at the intersection of Anawan Avenue and Straits Turnpike/Route 63.

5. Liaisons

- a. Personnel** – None
- b. Budget** – None
- 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 7:37 P.M. Made by Mark Capodanno, seconded by Dan Bartholomew. Unanimous Approval

***The next Regular Meeting of the Public Works Commission is scheduled for Wednesday, February 21, 2024.**

Filed Subject to Approval,
Respectfully Submitted,
Tracy Graziano, Clerk

Original to Brigitte Bessette, Town Clerk
cc: Public Works Commission
Daniel Norton, Director of Public Works
Rita Smith, Board of Finance Liaison