



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
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Commissioners
Lorraine J. Emerson, Chairman
Vance A. Butterfield
Scott H. Ryder, P.E.

Joshua W. Hall, P.E.
Director of Public Works

PUBLIC WORKS COMMISSION MEETING MINUTES

January 22, 2018

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chairman, Vance A. Butterfield;
Joshua W. Hall – Director of Public Works

6:00 PM Opened Meeting at Public Works Department Office. Reviewed correspondence and signed bills for payment.

6:03 PM Commissioner Butterfield made a motion that the Commission sign the Water Usage Account Quarterly Billing Commitment for January 2018 in the amount of \$189,084.73 and the Sewer Usage Account Quarterly Billing Commitment for January 2018 in the amount of \$233,220.33. The motion seconded by Chairman Emerson. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of December 2017 in the amount of \$439.11. The motion seconded by Chairman Emerson. Voted unanimously.

Upper Reservoir Dam

The Director updated the Commission on the first inspection of the dam as well as the timetable for obtaining an estimate to perform the Phase II inspection/investigation of the dam.

FY2019 Budget/Article Requests

The Director updated the Commission on the submitted budget and article requests for fiscal year 2019. The Commission discussed the Private Road revolving fund bill status with the legislature.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

The Director apprised the Commission that the USDA RD funding, if awarded, would not have a grant as part of it due to the town's financial standing. The Director indicated that the interest rates that the town could get borrowing would be competitive with the USDA RD rates.

Whitman River Sewer Improvements Project

The Director gave an update on the project. The only items outstanding are communication with the West Hill Condos private pumping station and site cleanup in the Spring.

Route 140 Reconstruction and Improvements Project Update

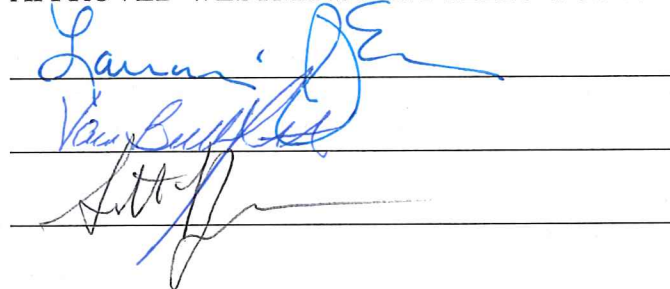
The Director updated the Commission on the status of both projects. Both projects are in the first stage of review with the MassDOT. The Director discussed with the Commission the need to start advocating for both projects with the Montachusett Metropolitan Planning Organization (MMPO) for getting the projects on the Transportation Improvement Program (TIP).

Other Items

- The Director attended the Fitchburg Water & Wastewater Commission meeting on January 10, 2018. He apprised the Commission that Fitchburg is proposing to raise the sewer rate in FY2019. He indicated the rate increase would not be known until it is presented to and approved by the Fitchburg City Council. This process is expected to start in March 2018.

6:58PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows three handwritten signatures in blue ink, each written over a horizontal line. The top signature is 'Laurie', the middle one is 'Van Buren', and the bottom one is 'Litt'. The signatures are written in a cursive style.

Documents / Exhibits