



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

November 20, 2017

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.

6:01 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of November 6, 2017 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of November 14, 2017 as written. The motion seconded by Chairman Emerson. Voted unanimously.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

The Director gave an update on the status of the USDA RD application. Due to the Town's strong financial standing, the USDA will need two (2) letters from area lenders that state that they would not offer credit to the town. The Director will request that of Melody Smith, the Town Treasurer/Collector.

Whitman River Sewer Improvements Project

The Director gave an update on the project. The pump station upgrades are complete. The Contractor has general cleanup, loam/seed and fence work at the pump station to complete. The Director expects to recommend lifting the sewer moratorium at one of the Commission's meetings in December 2017.

Route 140 Reconstruction and Improvements Project Update

The Director updated the Commission on the two projects currently in the design phase. A 10% preliminary design for Project 2 (Patricia Rd to Princeton townline) has been submitted to the MassDOT for review of the design exceptions prior to the 25% submittal. Project 1 (Narrows Rd to Patricia Rd) 25/75% design is planned to be submitted once the town receives the Request for Determination of Applicability (RDA) from the Westminister Conservation Commission.

Special Fall Town Meeting November 28, 2017

The Commission and Director discussed the Public Works articles (Sipila Rd and Street Sweeper) to be presented at the special town meeting. Chairman Emerson discussed the articles related to the landfill expansion.

6:25 PM Commissioner Butterfield made a motion in support of Articles 7 through 11 related to the landfill expansion to be presented at the Special Fall Town Meeting on November 28, 2017. The motion seconded by Chairman Emerson. Voted unanimously.

Other Items

- The Director informed the Commission that the Town's sewer consultant Wright-Pierce will be presenting the draft I/I Control Plan to the Commission at their meeting on December 4, 2017. The plan is to be submitted to the MassDEP by December 31, 2017.

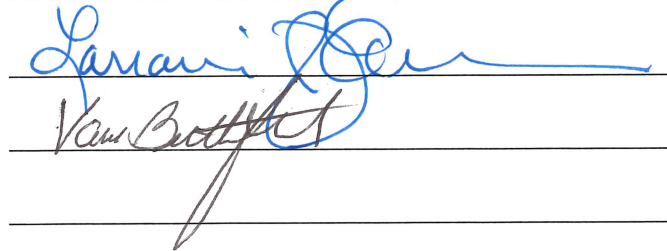
- Sewer abatement request 10 Old Mill Circle. Chairman read the request and the Commission discussed.

6:32 PM Commissioner Butterfield made a motion to grant a one-time sewer abatement (60%) for the request by John Martel 10 Old Mill Circle with the stipulation that no further sewer abatements will be issued for the property for outdoor water use unless a deduct meter is applied for and installed. The motion seconded by Chairman Emerson. Voted unanimously.

- The Director updated the Commission on the status of the updates to the current sewer bylaws and creation of a sewer district bylaw. The Director plans to discuss the draft of the bylaws with the Commission and the Town's sewer consultant Wright-Pierce sometime in January 2018.

6:47PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Two handwritten signatures in blue ink are written over three horizontal lines. The first signature, 'Laraine Ben', is written on the top line. The second signature, 'Van Botten', is written on the middle line and extends down to the bottom line.

Documents / Exhibits

1. 10 Old Mill Circle sewer abatement request