



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

June 26, 2017

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chairman, Vance A. Butterfield, Scott H. Ryder;
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 Ryder made a motion that the Commission approve the meeting minutes of June 12, 2017 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

No new update.

Whitman River Sewer Improvement Project

The Director updated the Commission on the progress of the project. The culvert will be completed this Friday June 30 and the pump station upgrade work will start. The upgrades to the pumping station is expected to last through September 2017.

6:05 PM Sewer Abatement request appeal – Donna Broomfield 14 Merriam Road

Tom Broomfield was present to appeal the sewer abatement that the Commission voted on May 8, 2017 for 14 Merriam Road. Mr. Broomfield asked for more relief on the abatement as the water did not enter the town sewer system. He had an undetected leak from an outdoor spigot over the winter that the Water Department confirmed. Chairman Emerson stated that the abatement that was given is based on the adjustment policy and the 60% that was granted is consistent with what the Commission has granted in the past. Commissioner Butterfield stated that because the water did not enter the system that the Commission could grant an adjustment/abatement up to 75% based on the policy. Commissioner Ryder agreed.

6:15 PM Commissioner Ryder made a motion that the Commission increase the sewer abatement request for 14 Merriam Road from 60% to 75%. The motion seconded by Commissioner Butterfield. The motion passed 2-1 with the dissenting vote by Chairman Emerson.

Solid Waste Drop-Off Center appeal- 85 South Ashburnham Road

Richard Helle was present to discuss the revocation of his privileges of the Drop-off Center due to complaints of the dumping of commercial trash. The Director presented to the Commission instances that commercial material was allegedly dumped at the drop-off center (as documented by the attendant at the site). Mr. Helle explained that he picked up trash from the side of South Ashburnham Road that was generated by contractor's building homes on the road. He also stated that he has a hobby with clocks and that the packing for the clock parts may appear to be commercial material. The Commission questioned Mr. Helle's employer and what appeared to be material dumped at the drop-off center from the business. Mr. Helle submitted a letter from BJA Magnetics stating that it is highly unlikely that Mr. Helle would be disposing of trash from the business.

6:40 PM Commissioner Ryder made a motion to reinstate the Solid Waste Drop-off Center privileges for 85 South Ashburnham Road with the conditions that there are no complaints, violations of the rules and regulations (i.e. dumping of commercial trash), no engagements with the attendant in a negative way for a period of one (1) year. Further, any incidents reported to the Public Works Department will result in permanent revocation of the use of the Solid Waste Drop-off Center. The motion seconded by Commissioner Butterfield. Voted unanimously.

Route 140 Reconstruction and Improvements Project Update

No new update.

Village at Old Mill Subdivision Road Discussion

The Director updated the Commission of proposed paving of the private subdivision roads Kimberly and Heritage Lane. The Director stated that there are defects that need to be corrected (i.e. cracking, potholes, crown) prior to final paving. He also stated that there are other areas of the subdivision roads that will require the binder pavement to be removed and reinstalled prior to final paving. The Commission agreed that a letter be sent to the Planning Board stating the expectations for the road and that the Commission is strongly opposed to reduction in the subdivision bond due to the defects. The Commission further stated that if the defects are not repaired to the requirements of the Public Works that no road acceptance petition will be signed off on.

Other Items

- The Director discussed the possibility of having a Construction and Demolition (C&D) container at the Solid Waste Drop-Off Center. The material in the C&D container could be recycled and would not be deposited in the landfill as Municipal Solid Waste. The Commission would like to have Waste Management at one of their upcoming meetings to discuss this.

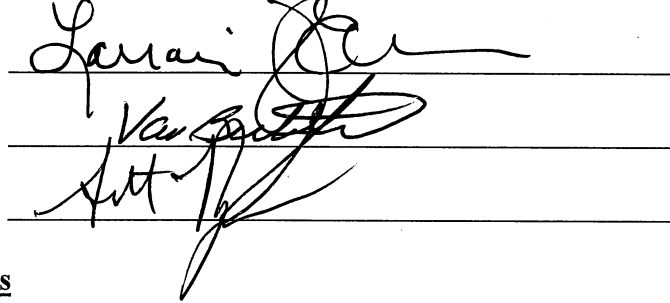
7:23 PM Commissioner Butterfield moved that the Commission enter into executive session to discuss non-union contract negotiations. Commissioner Ryder seconded the motion. The motion passed unanimously on a roll call vote

7:25 PM Commissioner Butterfield moved that the Commission exit from executive session. Commissioner Ryder seconded the motion. The motion passed unanimously on a roll call vote.

7:29 PM Commissioner Ryder made a motion that the Commission sign the contract with the Director of Public Works Joshua Hall dated June 26, 2017. The motion seconded by Commissioner Butterfield. Voted unanimously.

7:30 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

Three handwritten signatures are written on three horizontal lines. The first signature is 'Larri', the second is 'Van', and the third is 'Butt'. The signatures are written in black ink.

Documents / Exhibits

1. 14 Merriam Road sewer abatement appeal
2. 85 South Ashburnham Road BJA Magnetics letter

