



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

May 22, 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 Butterfield made a motion that the Commission approve the meeting minutes of May 8, 2017 as written. The motion seconded by Commissioner Ryder. Voted unanimously.

6:05 PM Commissioner Butterfield made a motion for the Chairman to sign the payroll authorization for the new Highway Truck Driver/Laborer Alan Bourgeois Jr. as recommended by the Director of Public Works. The motion seconded by Commissioner Ryder. Voted unanimously.

6:06 PM Commissioner Ryder made a motion to extend the contract with K.A. Honkala Tree Service for Tree Removal and Pruning Services. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:07 PM Commissioner Ryder made a motion to award the contract to Dennis K. Burke for diesel fuel. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:17 PM Commissioner Ryder made a motion to award the contract to Comprehensive Environmental Inc. for Year-1 assistance with the Massachusetts MS4 General Permit. Further, the award is contingent upon a FY18 rate sheet approved by the DPW Director. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:22 p.m. Commissioner Butterfield made a motion to waive the water connection fee for the new water service at the Town Common. The motion seconded by Commissioner Ryder. Voted unanimously.

Solid Waste Drop-Off Center Violations

The Director discussed with the Commission suspected illegal dumping of commercial refuse at the drop-off center. The Commission would like the privileges of suspected users to be revoked with a letter stating the revocation and violations.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

The Director notified the Commission that the USDA RD application for the project has been submitted.

Water Restriction/Drought Update

The Director discussed with the Commission how water restrictions are tracked by the MassDEP.

Whitman River Sewer Improvement Project

The Director updated the Commission on the progress of the project.

Route 140 Reconstruction and Improvements Project Update

The Director updated the Commission on the progress of the project.

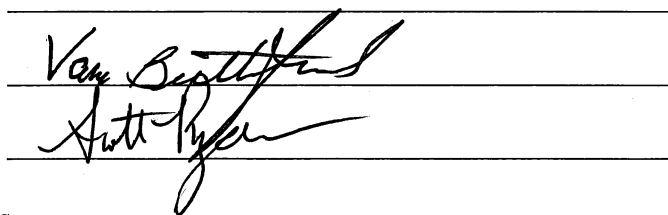
Other Items

-Chairman Emerson stated that she noticed on the Board of Selectmen's agenda for tonight a new business item for scheduling a Special Town Meeting for a Citizens' Petition to discontinue Road #3. The Chairman felt it necessary to discuss this item as the Commission does not have another scheduled meeting until June 12, 2017. The Director discussed the condition of the road with the Commission.

6:54 p.m. Commissioner Ryder made a motion that if the Board of Selectmen schedule a Special Town Meeting for the Citizen's Petition to discontinue Road #3, that the Public Works Commission would have no objection to the petition to discontinue the road. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:55 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Documents / Exhibits

1. Payroll Authorization – Alan Bourgeois Jr.
2. Tree Removal and Pruning Services Contract
3. Diesel Fuel Contract
4. Year-1 MS4 General Permit Assistance Contract