



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

March 6, 2017

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Commissioners: 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.

6:02 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of February 13, 2017 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of February 2017 in the amount of \$850.05. The motion seconded by Chairman Emerson. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of February 2017 in the amount of \$367.02. The motion seconded by Chairman Emerson. Voted unanimously.

MassDEP I/I Control Plan

The Director of Public Works discussed 2014 changes in the MassDEP operation and maintenance regulations which requires municipalities to develop and submit an I/I control plan to the MassDEP by December 31, 2017. He explained that he as well as the Department's sewer consultant Wright-Pierce reviewed the previous I/I and SSES work that had been performed/proposed and determined (after consultation with the MassDEP) that additional wastewater flow and rainfall metering would be required this Spring. The work (flow metering, analysis and report) is estimated to cost \$79,700 and could increase to \$107,700 if there is a dry Spring. The Director recommended that this cost be paid for from the USDA RD loan. The Commission agreed and asked that the Director inform the Board of Selectmen, Advisory Board and Capital Planning Committee that this project would be paid for under the USDA RD loan.

6:21 PM Commissioner Butterfield made a motion for the Chairman to sign the payroll authorization for the new Truck Driver/Laborer Eric Levanti as recommended by the Director of Public Works. The motion seconded by Chairman Emerson. Voted unanimously.

Water Restriction/Drought Update

The Director updated the Commission on the status of the drought specific to Westminster.

Whitman River Sewer Improvement Project

No new update to report.

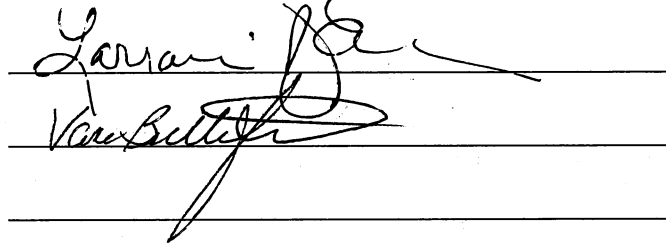
6:28 PM Commissioner Butterfield made a motion that the Chairman sign the agreement for 25% Design Services for the Reconstruction and Rehabilitation of Two Segments of Route 140 Project with Green International Affiliates, Inc.. The motion seconded by Chairman Emerson. Voted unanimously.

FY2018 Budget

The Commission and Director discussed the proposed Public Works FY2018 budget.

6:46 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Documents / Exhibits

1. Payroll Authorization Truck Driver/Laborer Eric Levanti
2. 25% Design Services for the Reconstruction and Rehabilitation of Two Segments of Route 140 Agreement