



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 9, 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.

6:01 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of December 5, 2016 and December 19, 2016 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of December 2016 in the amount of \$449.04 and the Sewer Accounts commitment for the month of December 2016 in the amount of \$852.12. The motion seconded by Chairman Emerson. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion that the Public Works Department has no use for the property located at 69 Minott Road which is classified as Chapter 61B and the owner has notified the Town its intent to sell. The motion seconded by Chairman Emerson. Voted unanimously.

### Water Restriction/Drought Update

No new update to report.

### Whitman River Sewer Improvement Project

No new update to report.

6:04 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for Pavement Management road survey updates. The motion seconded by Chairman Emerson. Voted unanimously.

### 6:05 PM Pole Petition Hearing South Ashburnham Road

Chairman Emerson opened the public hearing. James Verney from National Grid presented the project. There was no public comment. The Director of Public Works had no objection to the pole as staked in the field. Commissioner Butterfield made a motion to close the public hearing. The motion seconded by Chairman Emerson. Voted

unanimously. Chairman Emerson closed the public hearing at 6:11 PM. Chairman Emerson made a motion for Commissioner Butterfield to sign the pole petition as Clerk of the Public Works in the absence of Commissioner Ryder. The motions seconded by Commissioner Butterfield. Voted unanimously. 6:12 PM Commissioner Butterfield made a motion to grant the pole petition request on South Ashburnham Road. The motion seconded by Chairman Emerson. Voted unanimously.

Route 140 Reconstruction and Improvements RFP

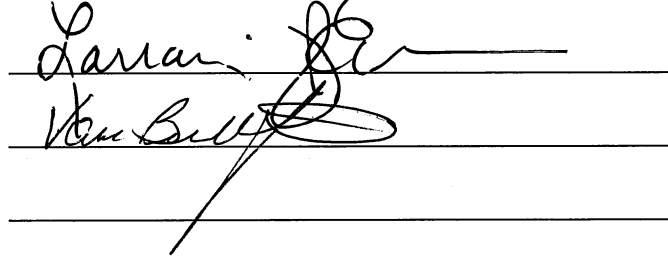
The Director informed the Commission that Wright-Pierce is evaluating the proposals. The Director plans to have results by the next meeting.

FY2018 Budget

The Commission and Director discussed the proposed budget and articles submitted to the Town Administrator last month.

6:42 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

The image shows two handwritten signatures in black ink over three horizontal lines. The first signature is written on the top line and the second signature is written on the middle line. The third line is empty.

Documents / Exhibits

1. 69 Minott Road – Notice of Intent to Sell Memo
2. MassDOT Chapter 90 Reimbursement Request Pavement Management Road Survey Updates
3. Pole Petition South Ashburnham Road