



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

December 19, 2016

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Commissioners: 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.

6:03 PM Commissioner Ryder made a motion that the Commission sign the MassDOT Chapter 90 Final Report for the Overlook Road pavement overlay project. The motion seconded by Commissioner Butterfield. Voted unanimously.

Waste Mangement/Resource Control, Inc. Request for Site Assignment Minor Modification Fitchburg-Westminster Sanitary Landfill
The Commission discussed the request.

CWMP Sewer Expansion Discussion

The Director and the Commission discussed the future sewer expansions. Commission Butterfield requested that the Director invite the Westminster Business Park to a Commission meeting to discuss current and future sewer needs at the business park.

Water Restriction/Drought Update

The Director updated the Commission on the status of the drought specific to Westminster. The restriction will stay in place until the City of Fitchburg sees a significant increase in the reservoir levels. The State is still under a drought warning.

Whitman River Sewer Improvements Project Update

The Director updated the Commission on the project.

Route 140 Reconstruction and Improvements RFP

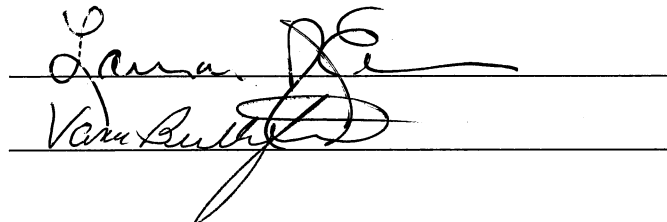
The Director noted that the RFP was advertised on November 23 with the proposals due on December 21, 2016. Commissioner Butterfield suggested that Public Works engage in the services of Wright-Pierce to perform the RFP quality based review. The Director will request a scope and fee from Wright-Pierce to perform the services.

FY2018 Budget

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

7:00 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



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Documents / Exhibits

1. MassDOT Chapter 90 Final Report Overlook Road pavement overlay
2. Waste Mangement/Resource Control, Inc. Request for Site Assignment
Minor Modification Fitchburg-Westminster Sanitary Landfill