



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

November 7, 2016

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.

6:03 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of October 17, 2016 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of October 2016 in the amount of \$2,408.59. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of October 2016 in the amount of \$1,243.34. 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 Westminister.

### 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 will be advertised at the end of November. The Commission would like to add a cost proposal as part of the submittal.

### Fall Town Meeting Tuesday, November 29, 2016

The Commission and Director discussed the DPW articles on the warrant.

### Brookside Farm subdivision request

The Director discussed the request from the developer/owners engineer to meet with the Commission to discuss the possibility of the DPW taking over the proposed

shared/cluster wastewater system. Chairman Emerson would like to meet with the developer and/or their engineer and a member of the Board of Health at the Commission's next meeting to discuss.

Town Government Study

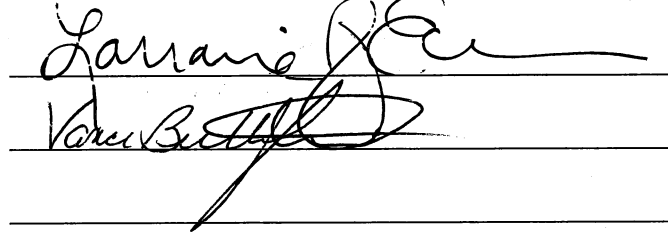
The Director informed the Commission on the request by Jon Wyman to discuss/review the structure of the DPW.

6:26 PM Commissioner Butterfield made a motion that the Commission sign the MassDOT Chapter 90 Reimbursement Request for Pavement Management survey updates. The motion seconded by Chairman Emerson. Voted unanimously.

6:27 PM Commissioner Butterfield made a motion that the Commission sign the MassDOT Chapter 90 Reimbursement Requests for repairs on the following roads: Bacon St., Elliott St., Lanes Rd., Pleasant St., Overlook Rd., Knowler Rd., Dawley Rd., Bragg Hill Rd., Cross Rd. and Academy Hill Rd. The motion seconded by Chairman Emerson. Voted unanimously.

6:40 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Two handwritten signatures are present over three horizontal lines. The first signature, 'Laraine', is written over the top line. The second signature, 'Ken Butterfield', is written over the middle line. The bottom line is empty.

Documents / Exhibits

1. Brookside Farm subdivision meeting request letter
2. MassDOT Chapter 90 Reimbursement Requests