



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
P.O. BOX 376 WESTMINSTER, MA 01473 - Tel. (978) 874-5572

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

October 3, 2016

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Commissioners: Lorraine J. Emerson – Chairman, Vance A. Butterfield,
Scott H. Ryder; Joshua W. Hall – Director of Public Works

5:30 PM Opened Meeting at Public Works Department Office. Reviewed correspondence and signed bills for payment.

5:31 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of September 19, 2016 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

5:32 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of September 2016 in the amount of \$1,559.59. The motion seconded by Commissioner Ryder. Voted unanimously.

5:33 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of September 2016 in the amount of \$3,191.61. The motion seconded by Commissioner Ryder. 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.

5:40 PM Commissioner Butterfield made a motion for the Commission to sign the response letter to the residents of Lake Drive West that have previously requested maintenance on the private way. The motion seconded by Commissioner Ryder. Voted unanimously.

5:42 PM Commissioner Ryder made a motion to close Bacon Street from Elliott to Main Street and to close Pleasant Street on October 31, 2016 from 4:45-7 p.m. for Trick or Treating per the Police Chief's request. The motion seconded by Commissioner Butterfield. Voted unanimously.

5:44 PM Commissioner Ryder made a motion for the Chairman to sign the payroll authorization for the new Truck Driver/Laborer Thomas Mansfield as recommended by the Director of Public Works. The motion seconded by Commissioner Butterfield. Voted unanimously.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project

The Director discussed with the Commission the need to start planning to replace the storage tank. The Director discussed the possibility of securing a USDA RD Grant/Loan similar to the sewer project.

Route 140 Reconstruction and Improvements RFP

The Director discussed the RFP with the Commission.

Other Items

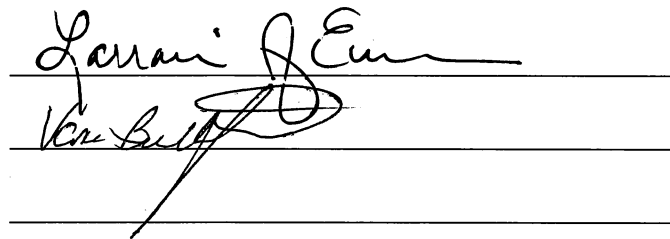
- Bathrick Road – The Commission discussed with residents Mark Basler-158 Bathrick Road and Vincent O'Connell-152 Bathrick Road, the status of the drainage project and the plan to obtain Fall Town Meeting approval for the easements.

6:16 PM Commissioner Ryder made a motion to move the meeting at the Public Works Department Office to Town Hall, 11 South Street, Room 205 to discuss the Master Plan Implementation for Public Works with the Board of Selectmen. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:27 PM Meeting reconvened at Town Hall, 11 South Street, Room 205 to discuss the Master Plan with the Board of Selectmen.

6:58 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Three horizontal lines for signatures. The first line contains the signature of Chairman Emerson. The second line contains the signature of Commissioner Butterfield. The third line is empty.

Documents / Exhibits

1. Letter to abutters on Lake Drive West
2. Police Chief's request to close Bacon and Pleasant Street for Trick or Treating
3. Payroll authorization Thomas Mansfield, Truck Driver/Laborer