



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

September 6, 2016

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Commissioners: Lorraine J. Emerson – Chairman, 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.

6:01 PM Commissioner Ryder made a motion that the Commission approve the meeting minutes of August 22, 2016 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Ryder made a motion that the Commission sign the Water Accounts commitment for the month of August 2016 in the amount of \$836.64. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Ryder made a motion that the Commission sign the Sewer Accounts commitment for the month of August 2016 in the amount of \$162.00. The motion seconded by Chairman Emerson. Voted unanimously.

6:05 PM Commissioner Ryder made a motion to grant the sewer abatement request for 48 Old Mill Circle in the amount of 60% due to the circumstances presented to the Commission. The motion seconded by Chairman Emerson. Voted unanimously.

6:05 PM Pole Petition Hearing Turnpike Road

Chairman Emerson opened the public hearing. David Pasch from UC Synergetic representing Verizon presented the project. There was no public comment. The Director of Public Works had no objection to the relocated pole as staked in the field.

Commissioner Ryder made a motion to close the public hearing. The motion seconded by Chairman Emerson. Voted unanimously. Chairman Emerson closed the public hearing at 6:08 PM. Commissioner Ryder made a motion to grant the pole petition request on Turnpike Road. 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. The City of Fitchburg stated to him that the reservoir levels are at about 80% capacity. We are beginning to see a decrease in flows/demands over the last 10

days with cooler temperatures and they anticipate with fall coming, that there will be a continued decrease in outdoor water use.

6:16 PM Commissioner Ryder made a motion to award the contract for the Whitman River Area Sewer In-Line Storage Installation and Pump Station Upgrades to Ludlow Construction Co., Inc. The motion seconded by Chairman Emerson. Voted unanimously.

6:20 PM Commissioner Ryder made a motion to sign the MassDOT Chapter 90 Project Request for pavement management road update surveys. The motion seconded by Chairman Emerson. Voted unanimously.

Route 140 Reconstruction and Improvements RFP

The Director discussed the status of the RFP with the Commission

Private Road Requests

Attorney Shirin Everett of KP LAW was present to discuss the petition to layout Partridge Hill Road as a public way. Also present were Michael Popik 12 Partridge Hill Road and Peter Mangini 1 Partridge Hill Road. Attorney Everett discussed the Town's obligation to the petition.

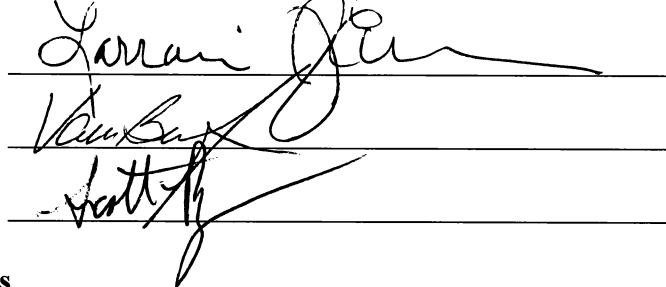
6:53 PM Commissioner Ryder made a motion to refer the petition to layout Partridge Hill Road as a public way to the Planning Board for a non-binding report once the petitioners provide the Town with the requirements outlined by Town Counsel. The motion seconded by Chairman Emerson. Voted unanimously.

Master Plan Implementation Schedule

The Commission and the Director discussed the Public Works status/action items for the Master Plan Implementation Schedule as requested by the Board of Selectmen.

7:48 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

Three handwritten signatures are written over three horizontal lines. The first signature is 'Lorain', the second is 'K. B.', and the third is 'Scott'.

Documents / Exhibits

1. Sewer Abatement Request 48 Old Mill Circle
2. Pole petition Turnpike Road
3. Whitman River Area Sewer In-Line Storage Installation and Pump Station Upgrades Contract
4. MassDOT Chapter 90 Project Request PM Road Survey Updates
5. Partridge Hill Road petition