



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

May 23, 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

6:00 PM Opened Meeting at Public Works Department Office. Reviewed correspondence and signed bills for payment.

65 State Road East Abatement Request

The Director brought before the Commission an abatement request from R. Dade & Associates. This request was previously denied by the Commission. The Director met with the requestor, Ronald Dade, and had new information to report on the request. Mr. Dade stated that he leases the building and does not get the water & sewer bill until after it is paid by the property owner, Don Foster. Mr. Dade stated that Mr. Foster paid the bill without considering the amount or usage. Chairman Emerson stated that the abatement request was not submitted to the Director before the due date of the water & sewer bills. In addition, the abatement request needed to be requested by the property owner and not the renter/lessee. The Commission did not change their decision on the previously denied request.

6:16 PM Commissioner Ryder made a motion that the Commission sign the MassDOT Chapter 90 Project Requests for FY17. The motion seconded by Commissioner Butterfield. Voted unanimously.

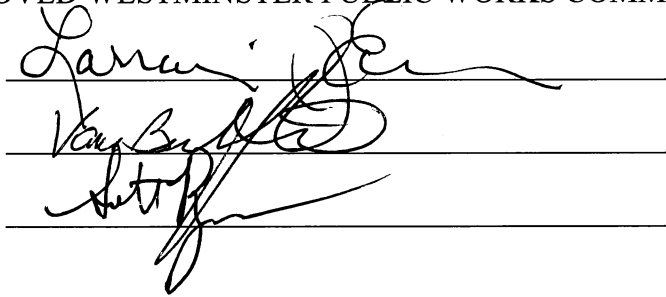
6:28 PM Commissioner Butterfield made a motion to award the FY17 contract for a new SUV to MHQ. The motion seconded by Commissioner Ryder. Voted unanimously.

DPW Capital Plan

The Director reviewed with the Commission the 5 year Public Works Capital Plan as well as the prioritization of large capital projects not on the Public Works plan/schedule.

7:14 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Three handwritten signatures are written over three horizontal lines. The first signature is 'Larson', the second is 'Vince B...', and the third is 'John P...'. The signatures are written in black ink.

1. 65 State Road East Abatement Request
2. FY17 MassDOT Chapter 90 Project Requests
3. FY17 New SUV Contract
4. DPW Capital Plan schedule
5. DPW Large Capital Prioritization