



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

March 28, 2016

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Members: 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.

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

6:02 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of March 14, 2016 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to approve Destination Cycling's request to close Mile Hill Road for approximately 10 minutes starting at 9:30 a.m. on Saturday, May 7, 2016 for the annual Wachusett Mountain Bicycle Hill Climb Race. The motion seconded by Chairman Emerson. Voted unanimously.

Paula Magee – 82 Lake Drive West road concerns

Property owners abutting Lake Drive West were in attendance to discuss the private road/way. Paula Magee asked the process for getting the road accepted by the Town. Chairman Emerson explained the process. The Director of Public Works stated that the Highway Department estimates \$100,000 in road improvements would need to be performed on the road to get it to an acceptable standard. Residents questioned why they pay high taxes and get no maintenance on the road. Chairman Emerson explained that the Town cannot enter a private road/way due to liability as well as the Highway budget appropriated at Town Meeting does not allow for monies to be spent on private roads/ways. Chairman Emerson also explained that the Town is working on the ability to allow temporary repairs to private roads by the Town with residents of the private road/way paying for the repairs. The Director of Public Works stated that he would look into the question of the ownership of the road and report back to the Commission and Ms. Magee.

6:59 PM Commissioner Butterfield made a motion to renew the sewer moratorium for 2 years. The motion seconded by Chairman Emerson. Voted unanimously.

Whitman River Sewer System Improvements

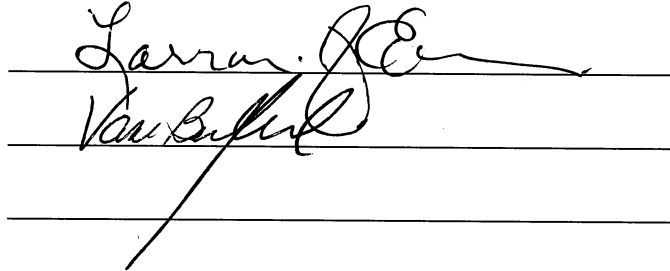
No new information to report.

Annual Water & Sewer Rate Review

The Commission reviewed projected revenues and expenses and discussed proposed water and sewer rate increases for FY2017. Commissioner Butterfield met with the Town Administrator and Town Accountant and was told that the sewer betterment stabilization could be used to offset the Sewer Enterprise budget.

7:24 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Handwritten signatures of Larran Emerson and Van Butler over three horizontal lines.

Documents / Exhibits

1. Destination Cycling road closure request Mile Hill Road
2. Sewer moratorium
3. Draft Annual Water/Sewer projected revenues and expenses