



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

October 2, 2017

Location: Public Works Department Office, 2 Oakmont Avenue

Present: 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 September 25, 2017 and August 28, 2017 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of September 2017 in the amount of \$706.33 and the Sewer Accounts commitment for the month of September 2017 in the amount of \$774.51. The motion seconded by Chairman Emerson. Voted unanimously.

### Fitchburg Comprehensive Wastewater Management Plan (CWMP)

The Director apprised the Commission of a request by the City of Fitchburg to meet to discuss the City's commencement of their CWMP. The City is early in the development of the CWMP and would like to discuss the Town's current and future wastewater needs, so that those wastewater needs can be taken into consideration for Fitchburg's CWMP.

### Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

No new update.

### Whitman River Sewer Improvement Project

The Director updated the Commission on the progress of the project. The contractor is continuing to work on the pump station upgrades.

### Route 140 Reconstruction and Improvements Project Update

The Director updated the Commission on the progress of both projects.

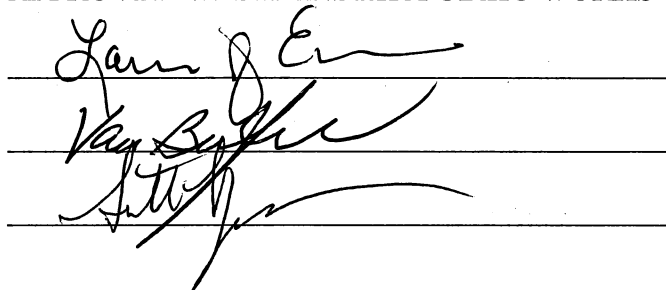
### Bathrick Road Grading & Drainage Improvements

The Director updated the Commission regarding the latest bid result for the project. The bids received were over the budget for the project. The Director discussed options for moving forward which include adding additional Chapter 90 monies to cover the shortfall.

in the budget or pave the road. The Director indicated that the option of paving the road with open drainage system could be done within the current budget. That option could not be done until late spring/early summer of next year. The Commission asked the Director to work on estimate for the paving option and bring to the next meeting for discussion.

6:27 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows three handwritten signatures, each written on a horizontal line. The top signature is 'Lynn J. Emerson', the middle signature is 'Vag. Butterfield', and the bottom signature is 'L. J. Emerson'. The signatures are written in black ink.