



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

March 14, 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

5:00 PM Opened Meeting at Public Works Department Office. Reviewed correspondence and signed bills for payment.

5:01 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of February 2016 in the amount of \$662.26. The motion seconded by Chairman Emerson. Voted unanimously.

5:02 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of February 2016 in the amount of \$230.58. The motion seconded by Chairman Emerson. Voted unanimously.

5:05 PM Commissioner Butterfield made a motion to award the contract for Vehicle Exhaust Fume Removal System at Public Works building to Murphy Specialty Inc. for the bid price \$27,844.00. The motion seconded by Chairman Emerson. Voted unanimously.

Bathrick Road

The Director gave an update on the status of the design for stormwater improvements on Bathrick Road.

5:46 PM Commissioner Butterfield made a motion to sign the final MassDOT Chapter 90 Report for the Pavement Management road survey update project. The motion seconded by Chairman Emerson. Voted unanimously.

Whitman River Sewer System Improvements

The Director informed the Commission that town bond counsel has approved the project.

Annual Water & Sewer Rate Review

The Commission reviewed projected revenues and expenses and discussed proposed water and sewer rate increases for FY2017. Chairman Emerson suggested updating the

water main replacement program line item to show the final year of the most recent water main borrowing. The Director will update the forecast sheets for the next meeting.

6:05 PM Public Shade Tree Hearing – Carter Road

The hearing was opened. Director Hall stated that there were no objections to removing 2 public shade trees at 43 Carter Road submitted in writing prior to the hearing. No objections for the removal of the trees were made in writing at the hearing. The hearing was closed at 6:11 p.m.

6:15 PM Commissioner Butterfield made a motion to move the meeting from the Public Works Department office, 2 Oakmont Avenue to Town Hall, 11 South Street, Room 205 for meeting with the Board of Selectment to review the Public Works FY17 Budgets/Warrant Articles. The motion seconded by Chairman Emerson. Voted unanimously.

6:25 PM Meeting reconvened at Town Hall, 11 South Street, Room 205.

6:41 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION





