

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

November 23, 2015

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 November 9, 2015 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the MassDOT Chapter 90 Final Report for Elliott & Pleasant Streets Sidewalk Replacement project. The motion seconded by Chairman Emerson. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for Pavement Management re-surveys. The motion seconded by Chairman Emerson. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for pavement overlay Oakmont Avenue. The motion seconded by Chairman Emerson. Voted unanimously.

6:05 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for South Street paving. The motion seconded by Chairman Emerson. Voted unanimously.

6:06 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for West Main Street paving. The motion seconded by Chairman Emerson. Voted unanimously.

Town Center changes

Commissioner Butterfield discussed the Planning Board's proposed Town Center changes and Village Center Zoning Bylaw as recommended by the 2014 Master Plan.

Outstanding Water & Sewer Accounts

Chairman Emerson would like to send letters to accounts that are in arrears for one year or more.

Holmes Park Water District Rescind Discussion

Nothing new to report.

Bathrick Road

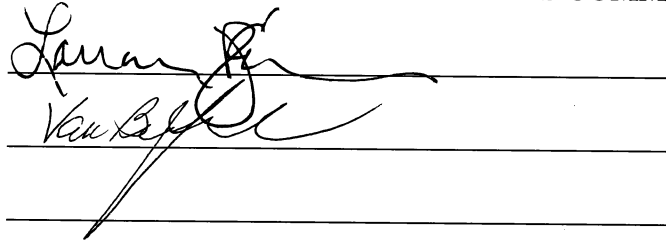
The Director of Public Works advised the Commission that the field work, i.e. soil testing and topographical/property survey, for the stormwater improvements to the road will start in December.

Whitman River Sewer System Improvements

The Director of Public Works stated that he contacted the USDA to see if there is any additional paperwork that the Town needs to file with the USDA prior to commencing the project. He also stated that Wright-Pierce is working on an engineering agreement to be executed at the Commission's next meeting.

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 two handwritten signatures in black ink. The first signature is written on the top horizontal line, and the second signature is written on the middle horizontal line. The bottom horizontal line is empty. The signatures are cursive and somewhat stylized.

Documents / Exhibits

1. MassDOT Chapter 90 Final Report Elliott & Pleasant Streets Sidewalk Replacement
2. MassDOT Chapter 90 Reimbursement Request Pavement Management re-surveys
3. MassDOT Chapter 90 Reimbursement Request pavement overlay Oakmont Ave
4. MassDOT Chapter 90 Reimbursement Request South Street paving
5. MassDOT Chapter 90 Reimbursement Request West Main Street paving