



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

February 26, 2018

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chairman, Vance A. Butterfield, Scott H. Ryder;
Joshua W. Hall – Director of Public Works

5:30 PM Opened Meeting at Public Works Department Office. Reviewed correspondence and signed bills for payment.

5:31 PM Commissioner Ryder made a motion that the Commission approve the meeting minutes of December 8, 2017 and January 22, 2018 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

5:32 PM Commissioner Ryder made a motion that the Commission sign the Water Accounts commitment for the month of January 2018 in the amount of \$1,485.45 and the Sewer Accounts commitment for the month of January 2018 in the amount of \$1,901.67. The motion seconded by Commissioner Butterfield. Voted unanimously.

5:33 PM Commissioner Ryder made a motion to grant the request by Optimum Performance, Inc. for a single lane closure of Mile Hill Road for approximately 15 minutes starting at 9:30 a.m. on Saturday, May 12, 2018 for the Wachusett Mountain Hill Climb Cycling Race. The motion seconded by Commissioner Butterfield. Voted unanimously.

5:34 PM Commissioner Ryder made a motion to the contract with F.M. Generator, Inc. for generator repairs at the Hager Park water pumping station. The motion seconded by Commissioner Butterfield. Voted unanimously.

5:35 PM Pole Petition Hearing Davis Road

Chairman Emerson opened the public hearing. Mark Tapley from National Grid presented the project. John Aalto, 161 Davis Road, asked why electricity to the property could not come off the existing pole. Mr. Tapley stated that the proposed pole location coincides with installing poles on the property adjacent to the driveway and that significant tree clearing would be need to bring power off of an existing pole. The Director of Public Works had no objection to the pole location as staked in the field. Commissioner Ryder made a motion to close the public hearing. The motion seconded by Commissioner Butterfield. Voted unanimously. Chairman Emerson closed the public hearing at 5:43 PM. Commissioner Ryder made a motion to grant the pole petition

request for one (1) jointly owned pole on Davis Road. The motion seconded by Commissioner Butterfield. Voted unanimously.

5:45 PM Pole Petition Hearing Worcester Road

Chairman Emerson opened the public hearing. Mark Tapley from National Grid presented the project. Bruce McDonald, 124 Worcester Road, asked if the project was for a new road to be constructed onto the property. The Director of Public Work stated that he was unaware of a new road being constructed and that the location had an approved driveway permit from the Westminster Highway Department. The Director of Public Works had no objection to the pole location as staked in the field. Commissioner Butterfield made a motion to close the public hearing. The motion seconded by Commissioner Ryder. Voted unanimously. Chairman Emerson closed the public hearing at 5:49 PM. Commissioner Butterfield made a motion to grant the pole petition request for one (1) jointly owned pole on Worcester Road. The motion seconded by Commissioner Ryder. Voted unanimously.

6:00 PM Sheri Bean – Principal Planner MRPC – Complete Streets discussion

Sheri Bean was present and gave an overview of the Complete Streets program.

FY2019 Budget/Article Requests

The Director updated the Commission on the recent meetings with the Capital Planning Committee and Advisory Board regarding the requested FY2019 budget and articles.

Route 140 Reconstruction and Improvements Project Update

The Director provided two (2) letters to be signed by the Chairman and sent to the Montachusett Metropolitan Planning Organization (MMPO) updating the progress of both projects. The Chairman signed both letters.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

No new update.

Whitman River Sewer Improvements Project

No new update.

Upper Reservoir Dam

The Commission discussed with Ed Simoncini the status/information of the dam and other dams in the area.

Other Items

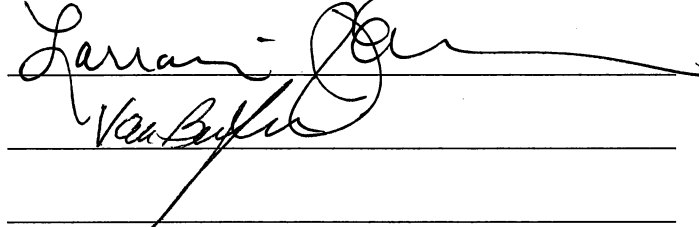
- Commissioner Butterfield updated the Commission on the site visit at Westminster Business Park with Mass. Secretary of Housing and Economic Development Jay Ash. Secretary Ash reviewed the build out plan for the park and stated that he would fund/support lights and road improvements at Depot Road if the park had a tenant ready.
- The Commission reviewed an abatement request for Marion Luoma 11 Main Street. The Director stated that a pipe burst in the building. Chairman Emerson asked if any water was discharged to the town sewer. The Director did not have

that answer. Chairman Emerson asked the Director to get that answer prior to considering an abatement.

- The Director informed the Commission that the Holmes Park Water District and the Town Treasurer/Collector would like to meet in March 2018 to discuss the District's billing
- The Director informed the Commission that the Town Planner, Stephen Wallace, would like to meet to discuss a possible rewrite of the cluster subdivision development regulations
- The Director updated the Commission regarding the sewer rate increase proposed by the City of Fitchburg.
- The Director discussed the meeting at the State House on February 8, 2018 with Rep. Ted Speliotis and Town Administrator Karen Murphy regarding the private road revolving fund bill in its third reading in the House of Representatives.
- Commissioner Ryder inquired as to the status of the bond reduction for the Village at the Old Mill and that the conditions due to the winter prevent an inspection for the bond reduction request. The Director of Public Works stated that the inspection has not been scheduled and that he would not inspect until conditions improved.

6:50PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows two handwritten signatures, 'Larra' and 'Van Buren', written in dark ink over three horizontal lines. The signature 'Larra' is on the top line, and 'Van Buren' is on the middle line. The bottom line is empty.

Documents / Exhibits

1. Optimum Performance Wachusett Mountain Hill Climb Cycling Race road closure request
2. FM Generator contract Hager Park PS generator repairs
3. Pole Petition Davis Road
4. Pole Petition Worcester Road
5. Route 140 MMPO support letters
6. Complete Streets information
7. 11 Main Street abatement request

