



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

September 10, 2018

Location: Public Works Department Office, 2 Oakmont Avenue

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

6:00 PM Opened Meeting at Public Works Department Office. Reviewed correspondence and signed bills for payment.

6:02 PM Commissioner Ryder made a motion that the Commission sign the Water Accounts commitment for the month of August 2018 in the amount of \$588.96 and the Sewer Accounts commitment for the month of August 2018 in the amount of \$497.35. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Ryder made a motion to sign the MassDOT Chapter 90 Final Report for Route 31 paving. The motion seconded by Chairman Emerson. Voted unanimously.

6:03 PM Commissioner Ryder made a motion for the Chairman to sign the payroll authorization for the new Highway Truck Driver/Laborer James Barrett as recommended by the Director of Public Works. The motion seconded by Chairman Emerson. Voted unanimously.

Whitman River Sewer Improvement Project

No new update.

Route 140 Reconstruction and Improvements Project Update

The Director updated the Commission on the progress of the project.

6:05 PM Pole Petition Hearing Virginia Avenue

Chairman Emerson opened the public hearing. Kim Tavallaimola from National Grid presented the project. There was no public comment. The Director of Public Works had no objection to the proposed pole location as staked in the field. Commissioner Ryder made a motion to close the public hearing. The motion seconded by Chairman Emerson. Voted unanimously. Chairman Emerson closed the public hearing at 6:07 PM.

Commissioner Ryder made a motion to grant the pole petition request. The motion seconded by Chairman Emerson. Voted unanimously.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

Chairman Emerson requested that the Director ask the Town Administrator Karen Murphy if the Board of Selectman have decided how to proceed with the radio communications infrastructure on the tank.

6:10 PM Pole Petition Hearing Edro Isle Road #1

Chairman Emerson opened the public hearing. Kim Tavallaimola from National Grid presented the project. There was no public comment. The Director of Public Works had no objection to the proposed pole location as staked in the field. Commissioner Ryder made a motion to close the public hearing. The motion seconded by Chairman Emerson. Voted unanimously. Chairman Emerson closed the public hearing at 6:12 PM. Commissioner Ryder made a motion to grant the pole petition request. The motion seconded by Chairman Emerson. Voted unanimously.

6:15 PM Pole Petition Hearing Edro Isle Road #2

Chairman Emerson opened the public hearing. Kim Tavallaimola from National Grid presented the project. There was no public comment. The Director of Public Works had concerns that pole as staked in the field was on private property. Commissioner Ryder made a motion to close the public hearing. The motion seconded by Chairman Emerson. Voted unanimously. Chairman Emerson closed the public hearing at 6:20 PM. Commissioner Ryder made a motion to grant the pole petition request subject to confirmation that the proposed pole location is not on private property. The motion seconded by Chairman Emerson. Voted unanimously.

Petition to work on private road – Lake Drive West

The Commission reviewed the petition to repair potholes (temporary repairs) for Lake Drive West (a private way). Chairman Emerson would like the Commission to review the requested work in the field and discuss at their next meeting.

Other items:

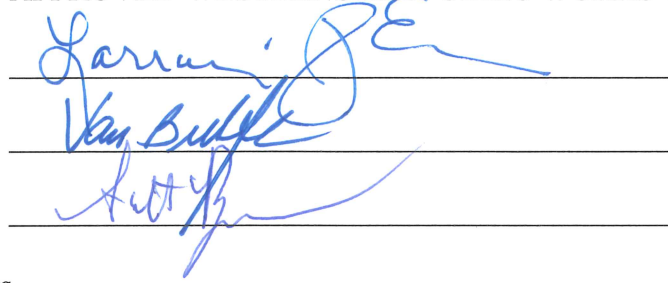
- Mary Dike, 29 North Shore Road Solid Waste Drop-off Center request. The Commission reviewed the request to allow her son to use his vehicle, a non-resident, at the drop-off center due to her age.

6:40 PM Commissioner Ryder made a motion to deny the request by Mary Dike, 29 North Shore Road, to allow a non-resident to get a Solid Waste Drop-off Center sticker. The motion seconded by Chairman Emerson. Voted unanimously.

- The Commission discussed revising the Assistant Director of Public Works job description in anticipation of not filling the Highway Superintendent position and reinstate the Assistant Public Works Director position

6:52 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Three handwritten signatures in blue ink are written over three horizontal lines. The first signature is 'Garran, J.E.', the second is 'Van Buren', and the third is 'H. H. H.'.

Documents / Exhibits

1. MassDOT Ch90 Final Report – Route 31
2. Payroll authorization – James Barrett
3. Pole petition – Virginia Avenue
4. Pole petition – Edro Isle Road #1
5. Pole petition – Edro Isle Road #2
6. Petition to work on private road – Lake Drive West
7. Mary Dike, 29 North Shore Road Solid Waste Drop-off Center request

