



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
P.O. BOX 376 WESTMINSTER, MA 01473 - Tel. (978) 874-5572

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 9, 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

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

6:01 PM Commissioner Ryder made a motion that the Commission approve the meeting minutes of August 28, 2018 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of September 10, 2018 as written. The motion seconded by Commissioner Ryder. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion that the Commission sign the Water Usage Account Quarterly Billing Commitment for October 2018 in the amount of \$273,688.33 and the Sewer Usage Account Quarterly Billing Commitment for October 2018 in the amount of \$300,954.38. The motion seconded by Commissioner Ryder. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of September 2018 in the amount of \$834.04 and the Sewer Accounts commitment for the month of September 2018 in the amount of \$1,155.89. The motion seconded by Commissioner Ryder. Voted unanimously.

6:05 PM Commissioner Ryder made a motion to award the contract for road salt to Eastern Salt Co Inc. for the price per ton of \$49.50. The motion seconded by Commissioner Butterfield. Voted unanimously.

Village at Old Mill subdivision update

The Director of Public Works updated the Commission on the recent road work that has been performed as well as the planned work. The Director discussed the current bond estimate for completing the subdivision. The Commission would like the Director to recommend to the Town Planner that a punch-list of remaining items should be completed before winter prior a new bond estimate.

Assistant Director of Public Works job description

The Commission and the Director discussed the upcoming meeting with the Personnel Board (10/10/2018) to reestablish the position.

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). The Director will review the work in the field and provide an estimate to the petitioners.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

The Director discussed the engineering agreement for the replacement of the tank with the Commission.

6:33 PM Commissioner Butterfield made a motion to sign the engineering agreement with Wright-Pierce for the replacement of the Ellis Road water storage tank. The motion seconded by Commissioner Ryder. Voted unanimously.

Whitman River Sewer Improvement Project

No new update.

Route 140 Reconstruction and Improvements Project Update

No new update.

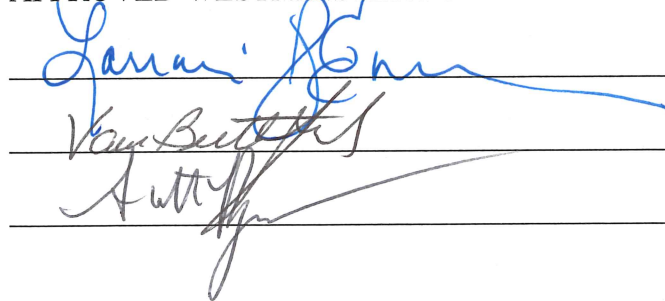
Other items:

MassDOT Reimbursement Requests

6:35 PM Commissioner Ryder made a motion to sign the Willard Road, West Princeton Road and Shady Avenue Chapter 90 reimbursement requests. The motion seconded by Commissioner Butterfield. Voted unanimously

6:49 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows three handwritten signatures in blue ink, each written over a horizontal line. The top signature is the most legible, appearing to read 'Lana'. The middle signature is less legible, possibly 'V. Butterfield'. The bottom signature is also less legible, possibly 'Ryder'. The signatures are written in a cursive style.

Documents / Exhibits

1. Eastern Salt contract
2. Petition to work on private road – Lake Drive West
3. MassDOT Ch90 Reimbursement Request – Willard Road
4. MassDOT Ch90 Reimbursement Request – West Princeton Road
5. MassDOT Ch90 Reimbursement Request – Shady Avenue