



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

October 22, 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 October 9, 2018 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:05 PM Wayfaring Signage Discussion

Stephen Wallace, Westminister Town Planner and Joe Serio, member of Economic Development Committee were present to discuss the results of the Wayfaring Signage Workshop conducted on June 9, 2018. Stephen Wallace indicated that 6 locations were targeted as preliminary sites for signage. Joshua Hall, Director of Public Works, indicated that most of the locations were within the state right-of-way and a discussion would be needed with the state DOT. Stephen Wallace would reach out to the DOT to set up a site walk/discussion with the DOT regarding the locations.

Holmes Park Water District draft IMA

The Director updated the Commission regarding the IMA and that a draft IMA from town counsel was sent to the District for their comment.

Ellis Road Water Storage Tank Replacement Project

The Director updated the Commission as to the status of the project. The Director informed the Commission that preliminary engineering, i.e. survey, wetlands, geotechnical, was starting.

Whitman River Sewer Improvements Project Update

No new update.

Route 140 Reconstruction and Improvements Project Update

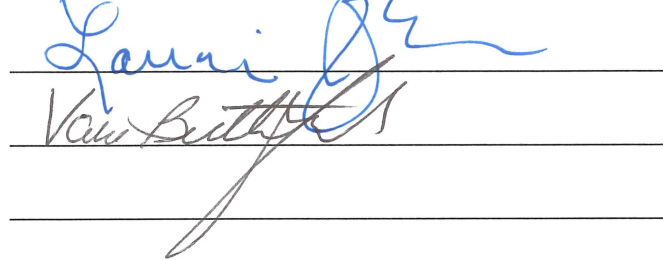
No new update.

6:48 PM Commissioner Butterfield moved that the Commission enter into executive session to discuss applications for the Assistant Director of Public Works

position and that the Commission adjourn from the executive session. Commissioner Ryder seconded the motion. The motion passed unanimously on a roll call vote.

7:03 PM Commissioner Butterfield moved that the Commission adjourn from executive session. Commission Ryder seconded the motion. The motion passed unanimously on a roll call vote.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows two handwritten signatures in blue ink on three horizontal lines. The first signature is 'Lauri' followed by a stylized flourish. The second signature is 'Van Butte' followed by a stylized flourish. The third line is empty.

Documents / Exhibits

1. Wayfaring signage workshop results summary