



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 13, 2018

Location: Public Works Department Office, 2 Oakmont Avenue

Present: 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 sign the Water Accounts commitment for the month of October 2018 in the amount of \$1,891.72 and the Sewer Accounts commitment for the month of October 2018 in the amount of \$1,099.63. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion to approve the request by Our Savior Lutheran Church to close and post “No Parking” signs on Marshall Hill Road from the Redemption Rock Church driveway to Leominster Street on December 1 & 2, 2018 for the Annual Living Nativity. The motion seconded by Chairman Emerson. Voted unanimously.

6:05 PM Pole Petition Hearing Bean Porridge Hill Road

Chairman Emerson opened the public hearing. Mark Tapley from National Grid presented the project. The Director of Public Works had concerns with the location as 2 poles fronted the property. Mr. Tapley stated that it would be difficult to trench through the stonewall and foundation for the underground service from the pole. Commissioner Butterfield made a motion to close the public hearing. The motion seconded by Chairman Emerson. Voted unanimously. Chairman Emerson closed the public hearing at 6:10 PM. Commissioner Butterfield made a motion to grant the pole petition request. The motion seconded by Chairman Emerson. Voted unanimously.

6:10 PM Pole Petition South Ashburnham Road

Chairman Emerson opened the public hearing. 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 Chairman Emerson. Voted unanimously. Chairman Emerson closed the public hearing at 6:16 PM. Commissioner Butterfield made a motion to grant the pole petition request on South Ashburnham Road. The motion seconded by Chairman Emerson. Voted unanimously.

6:18 PM Commissioner Butterfield made a motion to grant a water and sewer abatement request for 48 West Main Street based on previous usage. The motion seconded by Chairman Emerson. Voted unanimously.

6:22 PM Commissioner Butterfield made a motion to award the contracts for Snow Plowing Services to the following contractors: Eco Earth Recycling, Wildwood Farm, T. Slocum Inc. and Central Mass Tree Inc. The motion seconded by Chairman Emerson. Voted unanimously.

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 completed.

Whitman River Sewer Improvements Project Update

The Director updated the Commission as to the status of the closeout of the loan and setting up a video inspection of the culvert.

Route 140 Reconstruction and Improvements Project Update

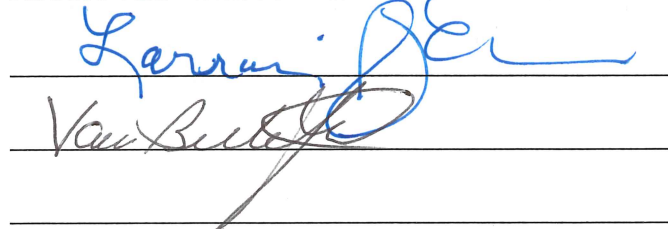
The Director updated the Commission on the project.

Other Items:

- Holmes Park Water District draft IMA – The Commission discussed that the IMA needs to be clear on the ownership of the water service on private property
- Sewer expansion Phase 1 CWMP – The Commission discussed the need to expand town sewer. The Commission agreed that Phase A needs to be completed before considering Phase 1 expansion. The Commission expects Phase A to be complete at the end of 2019. Once complete, the Commission will discuss expansion needs.

6:51 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 blue ink over three horizontal lines. The first signature is 'Larri' and the second is 'Van Butte'.

Documents / Exhibits

1. Our Savior Lutheran Church road closure request
2. Pole petition Bean Porridge Hill Road
3. Pole petition South Ashburnham Road
4. 48 West Main Street abatement request
5. Snow plowing contracts