



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
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Commissioners
Lorraine J. Emerson, Chairman
Vance A. Butterfield
Ross W. Barber

Joshua W. Hall, P.E.
Director of Public Works

PUBLIC WORKS COMMISSION MEETING MINUTES

February 25, 2019

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chairman, Vance A. Butterfield, Ross W. Barber;
Joshua W. Hall – Director of Public Works, Patrick Haley – Asst. 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 Barber made a motion that the Commission approve the meeting minutes of February 13, 2019 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of January 2019 in the amount of \$499.09 and the Water Accounts commitment for the month of January 2019 in the amount of \$492.89. The motion seconded by Commissioner Barber. Voted unanimously.

Petition to lay out Partridge Hill Road as a Public Way

The Commission reviewed the as built layout plan of Partridge Hill Road as well as discussed the request by the petitioners to change the proposed language drafted by Town Counsel in the Order of Taking. Chairman Emerson stated that the Commission will not deviate from the language for the Order of Taking drafted by Town Counsel.

6:13 PM Commissioner Barber made a motion to refer the petition to layout Partridge Hill Road as a public way to the Planning Board for a non-binding report. The motion seconded by Commissioner Butterfield. Voted unanimously.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director apprised the Commission that he and Wright-Pierce are continuing to work on a letter to the brewery requiring wastewater sampling and flow monitoring prior to the issuance of an Industrial Pretreatment Permit by the City of Fitchburg.

6:30 PM Stephen Wallace, Town Planner – Annual Town Meeting Zoning Amendments & Wayfaring Signage Program

Town Planner Stephen Wallace gave a quick overview/update of the Wayfaring Signage Program. He would like to attend an upcoming Commission meeting to discuss the program more in depth. Mr. Wallace discussed the five zoning amendments that will be on the annual town meeting warrant in May.

Draft Phase II Report Upper Reservoir Dam

The Army Corps of Engineers gave the legal opinion that the City of Gardner has ownership and operation/maintenance of the control structure of the dam. The Director has reached out to the DCR with that opinion and is waiting on a response from the DCR prior to submitting the Phase II report.

Ellis Road Water Storage Tank Replacement Project

The Director apprised the Commission that Wright-Pierce is moving forward with the additional sampling for paint and soil at the tank site for lead and PCBs.

Whitman River Sewer Improvements Project Update

The Director apprised the Commission that it is expected that the USDA loan will be closed out next month and that the grant portion of the project will be deposited into a town account once the loan is closed out. The Director also stated that Public Works will be performing a video inspection of the inline sewer box culvert to inspect the joints for any leaks.

Route 140 Reconstruction and Improvements Project Update

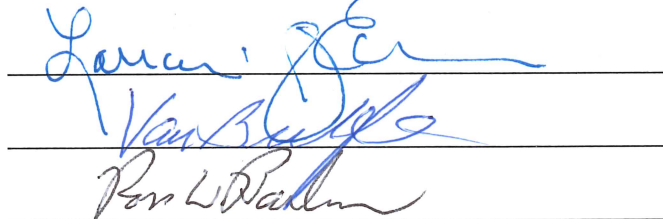
The Director apprised the Commission that Project 1 has been fully submitted and Project 2 is close to the 25% design submission to the MassDOT.

Other Items:

- The Director gave the Commission an update on the sewer bylaw updates and expects a draft for the Commission sometime next month.
- The Director expects to discuss the annual water/sewer rate review in late March or early April.
- The Assistant Director gave an update on the consultant providing leak detection that Public Works is performing for the water system. He stated that approximately 4-5 miles has been surveyed and no major leaks have been found.

7:31 PM Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION


The first signature is "Laurie". The second signature is "Van Buren". The third signature is "Ron L. Barber".

Documents / Exhibits

1. As Built Layout Plan of Partridge Hill Road
2. Planning Board zoning amendments