



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

March 11, 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 Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of February 2019 in the amount of \$801.50 and the Sewer Accounts commitment for the month of February 2019 in the amount of \$245.11. The motion seconded by Commissioner Barber. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to reschedule the Commission meeting on April 22, 2019 to April 29, 2019 at 6:00 P.M. The motion seconded by Commissioner Barber. Voted unanimously.

Ellis Road Water Storage Tank Replacement Project

The Director apprised the Commission that the additional sampling for paint and soil at the tank site for lead and PCBs has been performed. In addition, the town communications on the tank are proposed to be moved to a tower adjacent to the tank. The project to move the communications to a tower is on the annual town meeting warrant for May 2019.

Route 140 Reconstruction and Improvements Project Update

The Director apprised the Commission that Project 2 Design Exception Report has been approved by the MassDOT and is moving toward the 25% design submission to the MassDOT.

6:05 PM Pole Petition Hearing Pierce Road

Chairman Emerson opened the public hearing. Pedro Cardoso from National Grid presented the project. Mr. Cardoso stated that the poles were needed to remove a backyard line. The Director of Public Works stated that the guy wire for pole 6 should be within the right-of-way. Mr. Cardoso stated that the guy wire would be within the right-of-way. Resident Scott DeBenedictis, 25 Pierce Road, had concerns with trenching underground. Mr. Cardoso stated that the lines would be overhead and if the lines

were to be move underground there would be another process to allow overhead wires to be placed underground. Commissioner Barber made a motion to close the public hearing. The motion seconded by Commissioner Butterfield. Voted unanimously. Chairman Emerson closed the public hearing at 6:12 PM. Commissioner Barber made a motion to grant the pole petition request. The motion seconded by Commissioner Butterfield. Voted unanimously.

FY2020 Budget/Capital Improvement Plan Booklet

The Director discussed with the Commission the need to increase the article request for FY2019 budget line item for City of Fitchburg sewer collection fees from \$50,000 to \$80,000 as well as the FY2020 budget line item for City of Fitchburg sewer collection fees from \$850,000 to \$880,000 based on updated wastewater flows. The Director also stated that the sewer bylaw update would not be ready for the annual town meeting and recommends withdrawing the article request. The Director and Commission discussed the information presented in the CIP booklet.

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.

Draft Phase II Report Upper Reservoir Dam

No new update.

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 available after the closing.


Other Items:


- The Director apprised the Commission of FY2020 MassDOT Chapter 90 apportionment for Westminster
- The Director expects to discuss the annual water/sewer rate review in April.
- The Assistant Director gave an update on the leak detection survey.
- The Director gave an update on the MS4 permit compliance
- The Director stated that the Town Planner, Stephen Wallace, will be on the agenda for March 25, 2019 to discuss the wayfaring sign program.
- The Director updated the Commission on the status of the Small Bridge Program award for the Narrows Road bridge.

7:20 PM Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION







Documents / Exhibits

1. Pole Petition Pierce Road

