



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

April 8, 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 March 11, 2019 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:02 PM Commissioner Barber made a motion that the Commission approve the meeting minutes of March 25, 2019 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:05 PM Partridge Hill Road Order of Layout
The Commission reviewed the non-binding report from the Planning Board.

6:10 PM Commissioner Butterfield made a motion that the Commission sign the Water Usage Account Quarterly Billing Commitment for April 2019 in the amount of \$181,556.78 and the Sewer Usage Account Quarterly Billing Commitment for April 2019 in the amount of \$247,832.23. The motion seconded by Commissioner Barber. Voted unanimously.

6:11 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of March 2019 in the amount of \$869.74 and the Sewer Accounts commitment for the month of March 2019 in the amount of \$2,540.23. The motion seconded by Commissioner Barber. Voted unanimously.

6:27 PM Commissioner Butterfield made a motion for the Public Works Commission to sign the Order of Layout to lay out Partridge Hill Road as a Public Way. The motion seconded by Commissioner Barber. Voted unanimously.

6:31 PM Commissioner Butterfield made a motion to institute a street opening policy as written. The motion seconded by Commissioner Barber. Voted unanimously.

6:36 PM Commissioner Butterfield made a motion for the Chairman to sign and send the Industrial Pretreatment Program letter to the Wachusett Brewing Company. The motion seconded by Commissioner Barber. Voted unanimously.

Draft Phase II Report Upper Reservoir Dam

The Director spoke with the DCR regarding the ACOE findings regarding ownership of the control structure of the dam. The DCR stated that a letter sent to the DCR general counsel to review ownership of the operation and maintenance of the control structure of the dam.

Ellis Road Water Storage Tank Replacement Project

No new update.

Whitman River Sewer Improvements Project Update

The Director apprised the Commission that the contractor (Ludlow Construction) and engineer (Wright-Pierce) are scheduling work to repair leaks in the inline sewer culvert. The Director is discussing with Beta Group costs to review the repairs.

Route 140 Reconstruction and Improvements Project Update

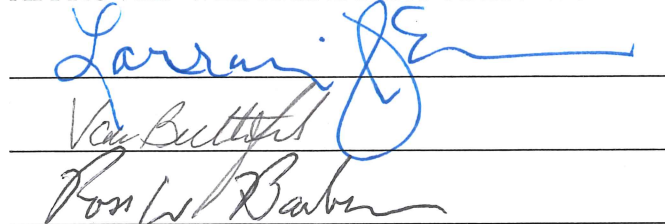
The Director apprised the Commission that the design engineer (Green International) will be providing proposal to complete 25% design public hearing as well as 75% design submission to the MassDOT for project 2 (Patricia Rd to Princeton town line).

Other Items:

- The Director apprised the Commission that the MS4 permit has been authorized by the EPA
- The Director and Assistant Director are working on road improvements plan for FY2020

7:28 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows three handwritten signatures in blue ink, each written over a horizontal line. The signatures are: 1. A signature that appears to be 'Larson' or similar. 2. A signature that appears to be 'Van Butte' or similar. 3. A signature that appears to be 'Ron W. Barber'.

Documents / Exhibits

1. Partridge Hill Road order of layout
2. Street opening policy
3. Wachusett Brewing Company IPP letter