



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 29, 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

6:00 PM Opened Meeting at Public Works Department Office. Reviewed correspondence and signed bills for payment.

### Ellis Road Water Storage Tank Replacement Project

The Director apprised the Commission that the soil contamination due to previous paint repairs on the tank has been removed and contained.

### Route 140 Reconstruction and Improvements Project Update

The Director apprised the Commission that project 1 (Narrows Road to Patricia Road) may be delayed a year on the transportation improvement program due to another project that will not be ready to go next year. The MPO is proposing another project be moved up that will cost more thus causing project 1 to slip a year.

### 6:05 PM Pole Petition Hearing South Ashburnham Road

Chairman Emerson opened the public hearing. Pedro Cardoso from National Grid presented the project. Mr. Cardoso stated that the pole is needed to provide power to a new home. The Director stated that he would like to see the pole at least 4 feet from the road. Commissioner Butterfield made a motion to close the public hearing. The motion seconded by Commissioner Barber. Voted unanimously. Chairman Emerson closed the public hearing at 6:08 PM. Commissioner Butterfield made a motion to grant the pole petition request with the stipulation that it be at least 4 feet from the edge of the road. The motion seconded by Commissioner Barber. Voted unanimously.

### 6:10 PM Pole Petition Hearing Shady Avenue

Chairman Emerson opened the public hearing. Pedro Cardoso from National Grid presented the project. Mr. Cardoso stated that the pole relocation and new pole are needed due to the solar project on Livermore Hill Road. The Director had no issues with the locations as staked. Todd Moores, 5 Shady Avenue, had concerns with the staked pole location as it would impede his access to his side and back yard as well as damage a nearby tree. 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 6:21 PM. Commissioner Barber made a motion to continue the pole hearing until such time that the Director of Public Works meets with National Grid to agree upon the pole locations as well as updating the pole sketch. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:22 PM USDA RD sewer loan closing

Melody Smith, Town Treasurer/Collector and Ellen Sheehan, Town Clerk, were present to discuss/witness the signing of the closing documents for the Whitman River sewer improvements project. Commissioner Butterfield read into the record the vote of the Public Works Commission for the closing of the bond.

6:27 PM Commissioner Barber made a motion that the Public Works Commission vote to close the USDA RD loan with respect to the Whitman River Sewer Improvements Project. The motion seconded by Chairman Emerson. Voted unanimously.

May 4, 2019 Annual Town Meeting

The Commission assigned who would read the motions for the DPW articles at the annual town meeting. The Commission discussed the proposed sign bylaw.

6:45 PM Commissioner Butterfield made a motion to support May 4, 2019 Annual Town Meeting Article 29 sign bylaw. The motion seconded by Commissioner Barber. Voted unanimously.

Wachusett Brewery Industrial Pretreatment Program discharge permit

No update.

Whitman River Sewer Improvements Project Update

The Commission requested to have the design consultant (Wright-Pierce) at their next meeting to discuss the inline sewer storage project.

Draft Phase II Report Upper Reservoir Dam

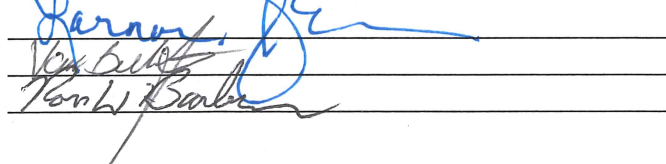
The Director apprised the Commission on the status of the report. He indicated that town counsel is performing a title search on the ownership of the dam. Town counsel is looking at co-ownership of the dam.

Other Items:

- The Director apprised the Commission that he will be seeking a water enterprise reserve transfer due to the recent water breaks

7:29 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 South Ashburnham Road
2. Pole Petition Shady Avenue
3. Public Works Commission vote USDA RD loan Whitman River Sewer Improvements