



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
P.O. BOX 376 WESTMINSTER, MA 01473 - Tel. (978) 874-5572

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

May 13, 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 April 2019 in the amount of \$978.30 and the Sewer Accounts commitment for the month of April 2019 in the amount of \$1,194.13. The motion seconded by Commissioner Barber. Voted unanimously.

Draft Phase II Report Upper Reservoir Dam

The Director apprised the Commission of the work being performed i.e. tree cutting, slope stabilization, by the town to get into compliance with the Office of Dam Safety. He also reported that Town Counsel is reviewing ownership of the dam.

Ellis Road Water Storage Tank Replacement Project

The Director apprised the Commission of the soils cleanup around the tank due to previous tank cleaning/painting activities.

6:05 PM Pole Petition Hearing Shady Avenue (continued)

Chairman Emerson opened the public hearing. Steve Soucy from National Grid presented the project. The Director of Public Works stated that he met with National Grid's contractor and agreed upon new pole locations. Michele Despres/Bill Brooks, 3 Shady Avenue, had concerns with what would happen to the street light on pole #28. Chairman Emerson stated that Public Works would discuss with the Westminister Police Department the location for the street light. Mr. Soucy stated that the town would need to let National Grid know the desired location for the light. He also stated that an easement was granted by the abutter for a guy wire on pole #29 that would extend into the property approx. 20 feet. 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 6:19 PM. Commissioner Butterfield made a motion to grant the pole petition request. The motion seconded by Commissioner Barber. Voted unanimously.

Other Items:

- Peter Normandin was present to discuss the feasibility of installing a private sewer pipe in Virginia Avenue for a proposed septic system across the street from a parcel he would like to build a home on. Chairman Emerson stated that Mr. Normandin should seek input from the Board of Health and Public Works would look at town bylaws to see if a private pipe in a public way is allowed.

Kevin Olson, Wright-Pierce – Whitman River Sewer Improvements Project Update

Kevin Olson was present to discuss with the Public Works Commission the concerns with the leaks found in the inline sewer storage system. Mr. Olson is working with the contractor to get the leaks repaired and is hoping that once sealed the system will be water tight.

Annual Water/Sewer Rate Review

This item to be discussed at the next Public Works Commission meeting.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director apprised the Commission that he received a response from the brewery stating that Public Works shall receive the requested information in the April 8, 2019 letter in two weeks. Chairman Emerson stated that she would like for the WBC and possibly town counsel at their next meeting to discuss Public Works concerns.

Petition for work on private road – South Shore Road

The Commission reviewed the petition for temporary repairs on the road. The Commission instructed the Director to move forward with the petition and prepare an estimate for repairs on South Shore Road

Low Impact Development (LID) regulations

The Director and Assistant Director discussed the Planning Department's draft LID regulations and changing the subdivision road standard to an open drainage concept. Both the Director and Assistant Director are not in favor of this new profile.

7:43 PM Commissioner Butterfield made a motion that the Commission request the Planning Department to maintain the current subdivision road standard and are not in agreement with the draft LID regulations as it pertains to roads. The motion seconded by Commissioner Barber. Voted unanimously.

Route 140 Reconstruction and Improvements Project Update

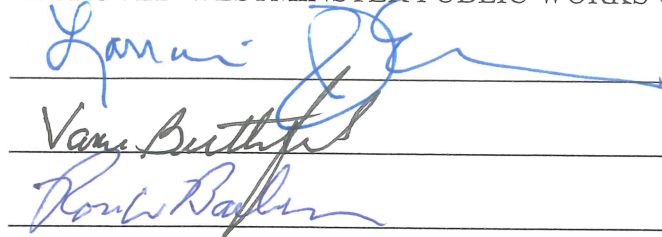
No new update.

The Director apprised the Commission of the retirement of the Administrative Assistant Patricia Driscoll and the increase in the work load for the Administrative Secretary in the interim.

7:44 PM Commissioner Barber made a motion that due to the retirement of Patricia Driscoll and increase in work load/responsibility that the Administrative Secretary receive an increase of pay until a replacement is hired. The motion seconded by Commissioner Butterfield. Voted unanimously.

7:50 PM Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows three handwritten signatures in blue ink, each written on a horizontal line. The top signature is the most prominent and appears to be 'Garcia'. The middle signature is 'Van Butterfield'. The bottom signature is 'Robert Barber'.

Documents / Exhibits

1. Pole petition Shady Avenue

