



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

August 12, 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 July 2019 in the amount of \$544.63. The motion seconded by Commissioner Barber. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of June 2019 in the amount of \$643.80. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of July 2019 (FY2020) in the amount of \$51.76 and the Sewer Accounts commitment for the month of July 2019 (FY2020) in the amount of \$54.14. The motion seconded by Commissioner Barber. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of July 22, 2019 as written. The motion seconded by Commissioner Barber. Voted unanimously.

Wachusett Brewery Industrial Pretreatment Program discharge permit

Representatives from the Wachusett Brewing Company were present to discuss the proposed treatment to the process wastewater discharge.

Narrows Road over Wyman Pond Outlet engineering design services agreement

The Director apprised the Commission that the Small Bridge Program contract has been executed by the town and the MassDOT. The Director recommended entering into an engineering agreement for the design with Green International Affiliates for \$96,500.

6:59 PM Commissioner Barber made a motion that the Chairman sign the engineering agreement with Green International Affiliates for the design of the Narrows

Road bridge improvements. The motion seconded by Commissioner Butterfield. Voted unanimously.

Notice of Intent to Sell – 88 State Road West

The Director received a memo from the Town Administrator regarding a request for comments on land intended to be removed from Ch. 61B classification around 88 State Road West. The Director stated that Public Works has no use for the property.

7:04 PM Commissioner Barber made a motion that the Public Works Department has no use for the property located around 88 State Road West/Map 102, Lot 10 and portion of Lot 9 which is classified as Chapter 61B and the owner has notified the Town its intent to sell. The motion seconded by Commissioner Butterfield. Voted unanimously.

Bathrick Road improvements

The Assistant Director of Public Works, Patrick Haley, apprised the Commission on the status of the improvements. He stated that work will be completed prior to this winter season.

Draft Phase II Report Upper Reservoir Dam

The Director apprised the Commission that the Phase II report has been submitted to the DCR. The highway department is continuing to work on the embankments to get back into compliance.

Ellis Road Water Storage Tank Replacement Project

The Director apprised the Commission that the design of the tank has not started. He stated that he is waiting for the ZBA hearing (scheduled for September 19) for the new communications tower to be located adjacent to the tank prior starting the design. He stated that the plan is to bid the project over the winter and to start the project in Spring 2020. If additional monies are needed once bid, an article for those monies would be requested at the 2020 ATM.

Whitman River Sewer Improvements Project Update

The Director apprised the Commission that he is continuing to work on obtaining an engineering services agreement with Beta Group, Inc. to provide services with the sewer I/I Control Plan.

Route 140 Reconstruction and Improvements Project Update

No new update.

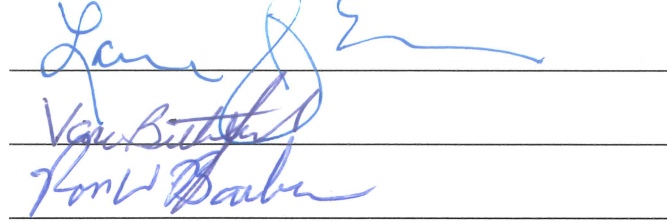
Other items:

7:27 PM Commissioner Butterfield made a motion to award the contract to Dennis K. Burke for diesel fuel. The motion seconded by Commissioner Barber. Voted unanimously.

- The Director reminded the Commission of the Capital Planning Committee meeting on August 20 at 6 p.m. to discuss the DPW Capital Plan

7:39 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 'Lance E.' 2. A signature that appears to be 'Van Butte' 3. A signature that appears to be 'Ron Barber'

Documents / Exhibits

1. Narrows Rd bridge engineering agreement
2. Notice of Intent to Sell – 88 State Road West
3. Diesel fuel contract

