



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

Commissioners
Lorraine J. Emerson, Chairman
Vance A. Butterfield
Scott H. Ryder, P.E.

Joshua W. Hall, P.E.
Director of Public Works

PUBLIC WORKS COMMISSION MEETING MINUTES

July 24, 2017

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Vance A. Butterfield, Scott H. Ryder;
Joshua W. Hall – 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 Ryder made a motion that the Commission approve the meeting minutes of July 10, 2017 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:02 PM Commissioner Ryder made a motion that the Commission sign the Water Usage Account Quarterly Billing Commitment for July 2017 in the amount of \$241,586.58 and the Sewer Usage Account Quarterly Billing Commitment for July 2017 in the amount of \$280,179.72. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:03 PM Commissioner Ryder made a motion that the Public Works Department has no use for Land off Bean Porridge Hill Road which is classified as Chapter 61A/B and the owner has notified the Town its intent to sell. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:05 PM Pole Petition Hearing West Princeton Road

Commissioner Butterfield opened the public hearing. Kim Tavallaimola from National Grid presented the project. There was no public comment. The Director of Public Works had no objection to the relocated pole as staked in the field. Commissioner Butterfield made a motion to close the public hearing. The motion seconded by Commissioner Butterfield. Voted unanimously. Commissioner Butterfield closed the public hearing at 6:08 PM. Commissioner Ryder made a motion to grant the pole petition request for three (3) jointly owned poles on West Princeton Road. The motion seconded by Commissioner Butterfield. Voted unanimously.

Whitman River Sewer Improvement Project

The Director updated the Commission on the progress of the project. The Director discussed with the Commission the amendment to increase the construction phase engineering services by \$20,000.

6:16 PM Commissioner Ryder made a motion to approve and sign the contract amendment to increase the consultant (Wright-Pierce) construction phase services for the Whitman River Area Sewer In-line Storage Installation and Pump Station Upgrades project. The motion seconded by Commissioner Butterfield. Voted unanimously.

Ellis Road Water Storage Tank Rehabilitation/Replacement Project Update

The Director updated the Commission on the status of the USDA RD application. The Director stated that it appeared that the town would not qualify for a grant due to the strength of the town and water system finance's.

Route 140 Reconstruction and Improvements Project Update

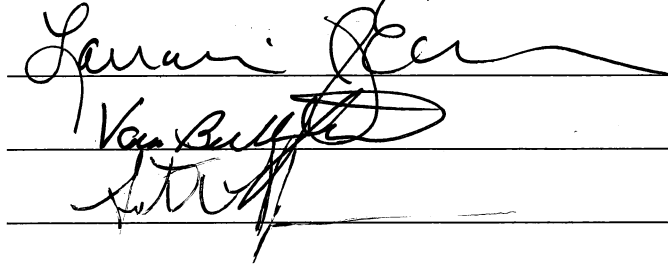
The Director updated the Commission on the progress of the project.

Other Items

- The Director updated the Commission of the proposed paving of the private subdivision roads Kimberly and Heritage Lane.
- The Director discussed annual re-surveys of the roads and new updates to the Pavement Management System software.
- The Director informed the Commission that the drainage improvement project for Bathrick Road is out to bid with bid opening on August 15, 2017.

7:07 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Ryder. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

Three handwritten signatures are written over three horizontal lines. The first signature is 'Lauri Lee', the second is 'Van Buren', and the third is 'Steve'.

Documents / Exhibits

1. Notice of Intent to Sell – Land off Bean Porridge Hill Road
2. Pole Petition West Princeton Road
3. Whitman River Area Sewer In-line Storage Installation and Pump Station Upgrades consultant construction phase contract amendment