



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

September 9, 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.

Payroll Authorization

The Assistant Director of Public Works, Patrick Haley, summarized the interviews for the DPW Executive Assistant position. Interviews were conducted by Patrick Haley, Karen Murphy-Town Administrator and Julie Belliveau-Personnel Director. He stated that four (4) candidates were interviewed and all were asked the same questions and scored based on their responses. Based on the results, one candidate, Dale Lucier, was determined by the three person panel to offer the position to. Chairman Emerson requested that a reference letter be obtained from Melody Smith and that the Personnel Director provide clarification in her response to the DPW Director on her recommendation. The Director will seek that clarification as well as request a reference from Melody Smith.

Planning Board Reduced Road Standard Subdivision Policy

The Director apprised the Commission that the Planning Board is revisiting the policy and would like feedback from Public Works. Both the Director and Assistant Director recommend rescinding the policy. The Commission agreed and the Director will let the Town Planner, Stephen Wallace, Public Works position on the policy.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Assistant Director, Patrick Haley, updated the Commission on the status of the WBC's progress. He stated that there is good dialogue with Public Work's consultant, BETA Group, and the WBC and that it is going in a good direction.

Bathrick Road improvements

The Assistant Director of Public Works, Patrick Haley, apprised the Commission on the status of the improvements. He stated that reclamation of the road will start, weather permitting, on September 27. He stated that rocks have been pulled from the road as well as removal of tree stumps from the sides of the road. He stated that the drainage structures will be left below grade and will be raised next year with final paving.

7:27 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of August 2019 in the amount of \$887.16. The motion seconded by Commissioner Barber. Voted unanimously.

7:28 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of August 2019 in the amount of \$1,094.89. The motion seconded by Commissioner Barber. Voted unanimously.

7:30 PM Commissioner Butterfield made a motion to award the contract for Catch Basin Cleaning in the amount of \$15,525 to Truax Corporation. The motion seconded by Commissioner Barber. Voted unanimously.

7:32 PM Commissioner Butterfield made a motion to award the contract for Public Works Siding and Windows in the amount of \$32,490 to E5 Builders LLC. The motion seconded by Commissioner Barber. Voted unanimously.

Whitmanville Road Bridge Project Update
No new update.

Draft Phase II Report Upper Reservoir Dam
No new update.

Ellis Road Water Storage Tank Replacement Project
The Director stated that the ZBA hearing for moving the communications off of the existing tank and onto a tower adjacent to the tank is scheduled for September 19 at 7 p.m. at Town Hall. He stated that once the ZBA makes a determination then the project can move forward with the design.

Whitman River Sewer Improvements Project Update
No new update.

Route 140 Reconstruction and Improvements Project Update
The Director apprised the Commission that he is expecting 25% design comments from the MassDOT for project 2 in the next couple of weeks. He stated that there will be a need for additional monies, perhaps Chapter 90, to supplement the current appropriation to further the project to the 75% design submittal phase.

6:50 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION






