



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

October 21, 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.

6:01 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of September 23, 2019 as written. The motion seconded by Commissioner Barber. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Water Usage Account Quarterly Billing Commitment for October 2019 in the amount of \$264,080.51 and the Sewer Usage Account Quarterly Billing Commitment for October 2019 in the amount of \$311,210.58. The motion seconded by Commissioner Barber. Voted unanimously.

Rock Maple Lane Order of Layout

The Commission reviewed the non-binding report from the Planning Board.

6:03 PM Commissioner Barber made a motion for the Public Works Commission to sign the Order of Layout to lay out Rock Maple Lane as a Public Way. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 project request in the amount of \$14,500 for engineering services for intersection improvements at Narrows and East Roads as part of the Narrows Rd over Wyman Pond Outlet bridge project. The motion seconded by Commissioner Barber. Voted unanimously.

6:07 PM Commissioner Butterfield made a motion to award the contracts for Snow Plowing Services to the following contractors: Wildwood Farm, T. Slocum Inc. Earth Solutions and Despres Landscaping. The motion seconded by Commissioner Barber. Voted unanimously.

Whitmanville Road Bridge Project Update

The Director of Public Works updated the Commission on the progress of the design and recommends the use of Chapter 90 funds for appraisals, title search as well as compensation.

6:17 PM Commissioner Butterfield made a motion that the Commission sign the MassDOT Chapter 90 project request (\$60,000) for Whitmanville Bridge appraisals, title search and compensation. The motion seconded by Commissioner Barber. Voted unanimously.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director apprised the Commission as to the status of the review of the Phase 1 proposal from WBC. The Commission would like BETA Group to draft a conditional approval letter for Phase 1 and request the schedule be submitted for Phase 1 within 7 days of letter. In addition, request WBC to submit subsequent phasing plan schedule/timelines within 30 days of letter.

Phase II Report Upper Reservoir Dam

No new update.

Ellis Road Water Storage Tank Replacement Project

The Director stated that the ZBA approved the communications tower plan. There is a 20 day appeal period which ends on November 12, 2019.

Whitman River Sewer Improvements Project Update

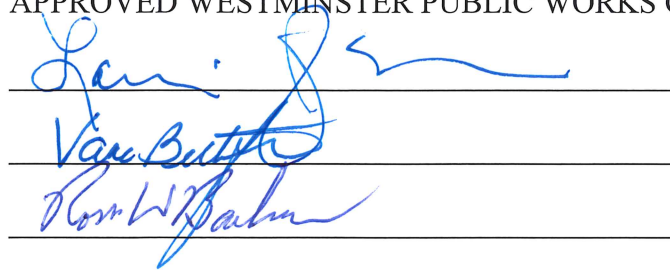
The Director apprised the Commission that BETA Group is working on engineering agreement with the USDA for the I/I work.

Route 140 Reconstruction and Improvements Project Update

The Director apprised the Commission of the status of both projects. Project 1 is planned for construction in 2021 and Project 2 25% comments received, comment resolution meeting to be scheduled and design public hearing to be scheduled in Jan/Feb 2020.

6:45 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION


The first signature is "Lauri" with a long horizontal flourish to the right.
The second signature is "Van Butte".
The third signature is "Don W. Palm".

Documents / Exhibits

1. Rock Maple Lane Order of Layout
2. Planning Board non-binding report for Rock Maple Lane
3. MassDOT Chapter 90 Project Request Narrows Rd/East Rd intersection design improvements
4. Snow plowing contracts
5. MassDOT Chapter 90 Project Request Whitmanville Rd bridge

