



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

November 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 Barber made a motion that the Commission sign the Water Accounts commitment for the month of October 2019 in the amount of \$1,562.89. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:02 PM Commissioner Barber made a motion that the Commission sign the Sewer Accounts commitment for the month of October 2019 in the amount of \$836.24. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:03 PM Commissioner Barber made a motion to award the contracts for Snow Plowing Services to the Wildwood Farm. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:04 PM Commissioner Barber made a motion to approve the request by Our Savior Lutheran Church to close and post “No Parking” signs on Marshall Hill Road from the Redemption Rock Church driveway to Leominster Street on December 7 & 8, 2019 for the Annual Living Nativity. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:05 PM Town Farm Road sewer extension request
Chris Mossman, Trowbridge Engineering was present to discuss the request. The Director of Public Works advised the Public Works Commission that the DPW/BETA review comments have been addressed and recommends to move forward with the request.

6:12 PM Commissioner Barber made a motion to sign the agreement for the Town Farm Road sewer extension request for two (2) single family homes. The motion seconded by Commissioner Butterfield. Voted unanimously.

Abatement request – 190 Main Street

The Commission reviewed the request for a water/sewer abatement due to an undetected water tank failure in basement of building.

6:19 PM Commissioner Barber made a motion to grant a 75% abatement for 190 Main Street based on past usage per the policy. The motion seconded by Commissioner Butterfield. Voted unanimously.

Ellis Road Parcel Map-128 Lot-24 inquiry

The Director apprised the Commission of an abutter's request to purchase the vacant town owned parcel on the corner of Ellis and Minott Roads. The Director indicated that Public Works has no use for the property other than the portion of the parcel that contains Ellis Road. He indicated that at least at 10 foot offset from edge of pavement would be required to the proposed property line.

6:19 PM Commissioner Barber made a motion to support Article 9 STM 11/19/19 regarding the Ellis Rd Parcel Map-128 Lot-24. The motion seconded by Commissioner Butterfield. Voted unanimously.

Whitmanville Road Bridge Project Update

No update.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director apprised the Commission that Phase 1 has been conditionally approved. The City of Fitchburg will be holding a briefing meeting regarding local limits on 11/13/19.

Ellis Road Water Storage Tank Replacement Project

The Director stated that the ZBA 20 day appeal period which ended on November 12, 2019 with no appeals. Wright-Pierce is starting the design of the tank.

Whitman River Sewer Improvements Project Update




The Director apprised the Commission that the engineering agreement with the USDA for the I/I work has been sent to the Board of Selectmen for signatures.

Route 140 Reconstruction and Improvements Project Update

No new update.

7:45 PM Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

Documents / Exhibits

1. Our Savior Lutheran Church road closure request
2. Town Farm Road sewer extension agreement
3. 190 Main Street abatement request

