



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

December 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.

6:01 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of November 2019 in the amount of \$7,638.56 and the Sewer Accounts commitment for the month of November 2019 in the amount of \$524.20. The motion seconded by Commissioner Barber. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the payroll authorization for Alec Moulton Highway Truck Driver/Laborer to fill the position vacated by Shawn Reddy. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion that the Chairman sign the letter of support for the Municipal Vulnerability Preparedness (MVP) grant application. The motion seconded by Commissioner Barber. Voted unanimously.

### FY2021 Budget

The Director discussed with the Commission the FY2021 budget and articles.

### 6:05 PM Pole Petition Hearing Academy Hill Road

Chairman Emerson opened the public hearing. Robert Williams presented the project. Mr. Williams stated that the pole is proposed to be relocated out of a driveway and to provide a better line for the new home across the street. The Director had no objection to the location as staked in the field. Commissioner Butterfield made a motion to close the public hearing. The motion seconded by Commissioner Barber. Voted unanimously. Chairman Emerson closed the public hearing at 6:16 PM. Commissioner Butterfield made a motion to grant the pole petition request. The motion seconded by Commissioner Barber. Voted unanimously.

Whitmanville Road Bridge Project Update

No new update.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director apprised the Commission of the meeting that the Director and Patrick Haley had with the new Town Administrator Mark Hawke to summarize/discuss the town's sewer concerns prior to Mr. Hawke's meeting with WBC.

Ellis Road Water Storage Tank Replacement Project

No new update.

Whitman River Sewer Improvements Project Update

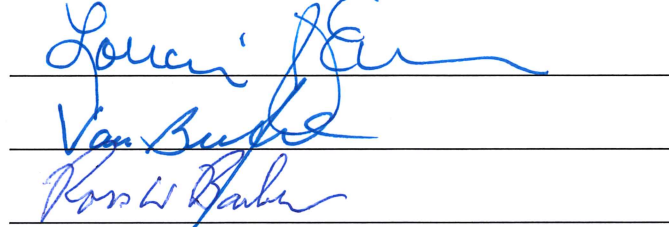
No new update.

Route 140 Reconstruction and Improvements Project Update

No new update.

6:38 PM      Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

  
The block contains three handwritten signatures in blue ink, each written over a horizontal line. The signatures are cursive and appear to be 'Lauri', 'Van Buren', and 'Kor W Barber'.

**Documents / Exhibits**

1. Payroll authorization – Alec Moulton
2. MVP support letter
3. Pole petition – Academy Hill Road