



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

June 13, 2022

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, Kevin Collins – Assistant  
Director of Public Works, Dale Lucier - Executive Assistant

6:00 PM Opened Meeting at Public Works Department Office. Reviewed and signed bills for payment.

6:01 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of April 25, 2022 and May 16, 2022 as written. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion that the Commission sign the Sewer Accounts commitment for the month of May 2022 in the amount of \$134.69 and the Water Accounts commitment for the month of May 2022 in the amount of \$187.67. The motion seconded by Commissioner Barber. Voted unanimously.

### Contract Extensions

6:04 PM Commissioner Butterfield made a motion to award the contract extension to E. H. Perkins Const. for Hot Mix Asphalt Laid in Place at \$59.74 a ton + liquid asphalt escalation. The motion seconded by Commissioner Barber. Voted unanimously.

6:05 PM Commissioner Butterfield made a motion to award the contract extension to Massachusetts Broken Stone Co. for Hot Mix Asphalt FOB Plant at \$58.00 a ton + liquid asphalt escalation. The motion seconded by Commissioner Barber. Voted unanimously.

6:06 PM Commissioner Butterfield made a motion to award the contract extension to P.J. Keating Co. for Pavement Milling at \$1.66 sq. yd. The motion seconded by Commissioner Barber. Voted unanimously.

6:07 PM Commissioner Butterfield made a motion to award the state contract to Dennis K. Burke Inc. for Ultra-Low Sulfur Diesel fuel. The motion seconded by Commissioner Barber. Voted unanimously.

### Chapter 90 Project Request

The Director apprised the Commission that the Asphalt Rubber Surface Treatment project for Mile Hill Road and Bolton Road would need additional monies due to escalating fuel costs. He recommends using Chapter 90 funds.

6:11 PM Commissioner Butterfield made a motion to accept the Chapter 90 project request in the amount of \$195,000.00 for Asphalt Rubber Surface Treatment for Mile Hill and Bolton Roads. Seconded by Commissioner Barber. Voted unanimously.

#### Current Drought Status/Water Restriction

The Director apprised the Commission that the state Drought Management Task Force met and has changed the drought level for Central Massachusetts to a Level 1-Mild Drought. Chairman Emerson would like a post on our Facebook page and to Town News to remind residents to restrict water usage where they could.

#### Sewer Moratorium

The Director discussed with the Commission the proposed sewer moratorium and the need to implement one due the extension of the Sewer Intermunicipal agreement with the City of Fitchburg. The Director will need to speak with Town Counsel regarding language and will plan to have a final draft at the next meeting.

#### Draft Sewer Service Area Bylaw

The Director discussed with the Commission the draft bylaw and the need to work with our consultant on language and mapping.

6:41 PM Commissioner Butterfield made a motion to approve that the Director work with Wright-Pierce on the bylaw and mapping. The motion seconded by Commissioner Barber. Voted unanimously.

#### Road Paving & Resurfacing- Update

The Assistant Director apprised the Commission that 6.9 miles of roadway is complete. Cold in Place project for Lovell and Church Streets are scheduled for FY23.

#### Draft Town Financial Policies

No new update.

#### Complete Streets Plan Development- Update

The Director apprised the Commission that the project is moving forward to Tier 2 prioritization plan.

#### Wastewater IMA- Update

The Director apprised the Commission that Town Counsel is reviewing the draft amendment provided by the City of Fitchburg.

#### Old Town Farm Road Culvert Replacement- Update

The Director apprised the Commission that bids for the project will be held on 7/30/2022.

Whitmanville Road Bridge Project- Update

The Director apprised the Commission the project is complete. Trees have been planted and the guardrail has been fixed.

Wachusett Brewery Industrial Pretreatment Program- Update

No new update.

Ellis Road Water Storage Tank Replacement –Update

The Asst. Director apprised the Commission that the contractor is doing foundation prep and excavation for the new vault.

Whitman River Sewer Improvements Project Update

No new update

Route 140 Reconstruction and Improvements Project Update

No new update.

Narrows Road Bridge over Wyman Pond Outlet Project Update

The Director apprised the Commission that the only item left is street line painting that will be completed this week.

Upper Reservoir Dam Culvert Replacement

The Director apprised the Commission that the project is complete. The engineer has reviewed and inspected.

Town Farm Road Watermain- Update




No new update.

Other items:

- Commissioner Butterfield made a motion to report back to the Town Administrator that Public Works has no use or interest in the Chapter 61 classified property at 27 Bourgeois Terrace. The motion seconded by Commissioner Barber. Voted unanimously.

7:08 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

  
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Documents / Exhibits

1. Contract extensions
2. MassDOT Ch.90 Project Request Mile Hill/Bolton Rds

