



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

August 8, 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 Barber made a motion that the Commission sign the Sewer Accounts commitment for the month of July 2022 FY22 in the amount of \$337.73 and the Water Accounts commitment for the month of July 2022 FY22 in the amount of \$227.20. 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 July 2022 FY23 in the amount of \$89.46 and the Water Accounts commitment for the month of July 2022 FY23 in the amount of \$406.94. The motion seconded by Commissioner Butterfield. Voted unanimously.

Catch Basin Cleaning Contract Award

The Director apprised the Commission that Truax Corp. was low bidder for the project at \$25,010.

6:03 PM Commissioner Butterfield made a motion to award the contract to Truax Corp for Catch Basin Cleaning in the amount of \$25,010. The motion seconded by Commissioner Barber. Voted unanimously.

Street Line Painting Contract Award

The Director apprised the Commission that Atlantic Pavement Marking was the low bidder for the project at \$22,723.

6:04 PM Commissioner Butterfield made a motion to award the contract to Atlantic Pavement Marking for Street Line Painting in the amount of \$22,723. The motion seconded by Commissioner Barber. Voted unanimously.

6:05 PM Pole Petition- Worcester Road

Chairman Emerson opened the public hearing. Will Fontaine from National Grid explained that the request is for one (1) new pole on Worcester Road 120 feet north/northeast of centerline of the intersection of Academy Hill Rd & Worcester Rd to bring power to 8 and 10 Worcester Rd. The Director has a concern with the location and site distance issue. He recommends moving it back 1 foot away from the road.

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 6:10 PM. Commissioner Butterfield made a motion to grant the pole petition request with the stipulation that the staked pole location be moved 1 foot away from the road. The motion seconded by Commissioner Barber. Voted unanimously.

Drinking Water Public Notification- Total Trihalomethanes

The Director apprised the Commission that the water system is in non-compliance for the quarter. The public notification was mailed to all Town water users and our consultant is helping with fielding calls with water users concerns. The Water Department is taking corrective actions with flushing hydrants.

Current Drought Status/Water Restriction

No new update.

Draft Sewer Service Area Bylaw

No new update.

Road Paving & Resurfacing- Update

The Assistant Director apprised the Commission that milling is complete on South Ashburnham Road with paving to start next week. Crack sealing is scheduled for Friday. Mix design for Church and Lovell Streets expected to be complete beginning of September.

Draft Town Financial Policies

No new update.

Complete Streets Plan Development- Update

No new update.

Wastewater IMA- Update

No new update.

Old Town Farm Road Culvert Replacement- Update

The Director apprised the Commission that a pre-construction meeting is scheduled for tomorrow. He recommends using Chapter 90 monies for our consultant for construction phase service.

6:40 PM Commissioner Butterfield made a motion to authorize Chairman Emerson to sign the contract amendment with Green International Affiliates for Old Town Farm Road culvert replacement project construction phase services in the amount of \$17,062. The motion seconded by Commissioner Barber. Voted unanimously.

Wachusett Brewery Industrial Pretreatment Program- Update

No new update.

Ellis Road Water Storage Tank Replacement –Update

The Director apprised the Commission that MassDEP is scheduled to inspect the tank next Tuesday. Once approved, the plan is to fill the tank over 5 days and take water quality samples before placing on line.

Whitman River Sewer Improvements Project Update

No new update.

Route 140 Reconstruction and Improvements Project Update

No new update.

Town Farm Road Watermain- Update


No new update.


Other items:


- Commissioner Butterfield made a motion to sign the Chapter 90 MassDOT reimbursement request for Whitney Street Culvert Rehabilitation final payment in the amount of \$96,248.00. The motion seconded by Commissioner Barber. Voted unanimously.
- Commissioner Butterfield made a motion to sign the Chapter 90 MassDOT reimbursement request for Mile Hill Road & Bolton Road Pavement Preservation final payment in the amount of \$185,852.30. The motion seconded by Commissioner Barber. Voted unanimously.
- Commissioner Butterfield made a motion to sign the Chapter 90 MassDOT reimbursement request for Complete Streets Program Tier 2 Prioritization Plan in the amount of \$16,638.59. The motion seconded by Commissioner Barber. Voted unanimously.
- Commissioner Butterfield made a motion to sign the Chapter 90 MassDOT reimbursement request for Bridge No.38-030 Narrows Road over Wyman Pond Outlet in the amount of \$60,033.95. The motion seconded by Commissioner Barber. Voted unanimously.
- Discussed currently applications for vacant Truck Driver/Laborer position.
- Discussed delay in back-up generator for DPW and Senior Center.

6:55 PM Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION







Documents / Exhibits

- 1. Catch basin cleaning contract**
- 2. Street line painting contract**
- 3. Pole petition – Worcester Road**
- 4. Old Town Farm Rd contract amendment**
- 5. Chapter 90 reimbursement requests**