



WESTMINSTER DEPARTMENT OF PUBLIC WORKS  
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2021 NOV 30 AM 11:35

TOWN OF WESTMINSTER

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 8, 2021

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

6:05 PM Opened Meeting at Public Works Department Office. Reviewed and signed bills for payment.

6:06 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of October 2021 in the amount of \$1,171.70 and the Sewer Accounts commitment for the month of October 2021 in the amount of \$894.25. The motion seconded by Commissioner Barber. Voted unanimously.

### Road closure request – Marshall Hill Road

Chairman Emerson read the request from Our Savior Lutheran Church to close and post No Parking signs on Marshall Hill Road from Redemption Rock Church parking lot to Leominster Street on December 4 & 5, 2021 for Annual Living Nativity.

6:08 PM Commissioner Butterfield 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 4 & 5, 2021 for the Annual Living Nativity. The motion seconded by Commissioner Barber. Voted unanimously.

### Special Town Meeting November 16, 2021 7:30 PM

The Director informed the Commission that Public Works has 2 articles for the meeting.

1. Route 140 Worcester Road Fitchburg Water Dept. easements.
2. Acceptance of roads at Village at Old Mill.

### Wastewater IMA - Update

The Director discussed with the Commission current wastewater flows versus IMA permitted flows. The Commission would like Director to evaluate existing wastewater flows, potential future flows and sewer extensions to see how it affects Fitchburg permitted flows and an extension of the IMA.

Old Town Farm Road Culvert Replacement - Update

No new update.

Current Drought Status/Water Use Restriction

No new update.

Whitmanville Road Bridge - Update

The Director informed the Commission that the road was paved last week. This week they will be completing site restoration and guardrail. The bridge/road could be open by the end of this week or the following week.

Wachusett Brewery Industrial Pretreatment Program - Update

No new update.

Ellis Road Water Storage Tank Replacement – Update

No new update.

Whitman River Sewer Improvements - Update

The Director informed the Commission he is still waiting for a memo from the consultant.

Route 140 Reconstruction and Improvements - Update

No new update.

Narrows Road Bridge over Wyman Pond Outlet - Update

The Director informed the Commission that the road will be closed and traffic detoured for the start of the bridge reconstruction on November 9, 2021 through the first week or two January 2022. He also stated that the agreement with the MassDOT Municipal Bridge Improvements Program for the project was extended to June 30, 2022.

Upper Reservoir Dam Culvert Replacement - Update

The Director updated the Commission on the project. The dam safety permit has been submitted and once approved we will file an NOI with the Conservation Commission.

Town Farm Road Watermain - Update

The Director informed the Commission that the contractor has finished the testing of the new watermain. The services to homes is expected to start in the next week.

Other items:

Water Abatement

The Director informed the Commission that Robert Francis may request water abatement for water usage by the Fire Department from his reservoirs. The Commission agreed that he would need to invoice the Fire Department.

7:09 PM      Commissioner Butterfield made a motion to sign the contract for winter anti-icing/deicing liquids (Biomelt AG64) with Evolutions Liquids, LLC for \$3.87 per gallon. The motion was seconded by Commissioner Barber. Voted unanimously.

Cemetery Stump Removal

The Director informed the Commission that the Highway Department assisted the Cemetery Department with stump removal at Woodside Cemetery for the cemetery expansion.

Winter Update

The Assistant Director informed the Commission of an informational flyer to share with residents regarding questions and concerns with salt brine for winter operations. Chairman Emerson expressed she would like to have copies available at the Special Town meeting on November 16, 2021.




The Assistant Director also informed the Commission that he will be scheduling a day for employees to review assigned plow routes as well as check truck readiness before the first winter event.

Sidewalks

The Director informed the Commission that he will be meeting with MassDOT and Green International Affiliates to discuss upgrading sidewalks on Main Street, Leominster Street, Academy Hill Road and Nichols Street.

7:43 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. Road closure request – Marshall Hill Road
2. Anti-icing/deicing contract
3. Winter operations update info sheet