



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 10, 2020

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

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 approve the meeting minutes of June 29, 2020 as written. The motion seconded by Commissioner Barber. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of July 2020 (FY2021) in the amount of \$190.73, Water Accounts commitment for the month of July 2020 (FY2020) in the amount of \$1,169.16 and the Sewer Accounts commitment for the month of July 2020 (FY2020) in the amount of \$430.97. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion to sign the 5<sup>th</sup> amendment with Green International Affiliates Inc. for engineering services for final design and construction services for the reconstruction and rehabilitation of Route 140. The motion seconded by Commissioner Barber. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to award the contract for Catch Basin Cleaning to Truax Corp. The motion seconded by Commissioner Barber. Voted unanimously.

### 6:05 PM Pole Petition Hearing South Ashburnham Road

Chairman Emerson opened the public hearing. Thomas Carley from National Grid presented the project. Mr. Carley stated that the stub pole is needed to support pole 85 due to an upgraded service to a home. The Director of Public Works had no objection to the pole location as staked in the field. Peter Martineau 210 South Ashburnham Road and Jim Bradley 210 South Ashburnham Road asked if pole 85 was being removed. Mr. Carley stated that pole 85 was not being removed but will be supported by the proposed stub pole 85-84. Commissioner Barber made a motion to close the public hearing. The motion seconded by Commissioner Butterfield. Voted unanimously. Chairman Emerson

closed the public hearing at 6:10 PM. Commissioner Barber made a motion to grant the pole petition request. The motion seconded by Commissioner Butterfield. Voted unanimously.

Tax Delinquent Parcels

The Director shared with the Commission the Town Planner's list of tax delinquent parcels. The Director stated that DPW had no use for the parcels on the list highlighted by the Town Planner.

Current Drought Status/Water Use Restriction

The Director updated the Commission on the current drought status. He stated that the Drought Management Task Force would be meeting on 8/12/2020.

Whitmanville Road Bridge Project Update

No new update.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director gave WBC update for the Commission. The Commission discussed billing process wastewater based on new sewer meter.

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.

Narrows Road Bridge Project Update

No new update.

Upper Reservoir Dam culvert repair

The Director updated the Commission that he would be getting more than one cost proposal for engineering.




Other items:

Sewer abatement request, 92 East Road, Tony Lanni. The Director presented the abatement request to the Commission. He stated that this was a new building and there is no usage history for determining an abatement if any.

6:57 PM Commissioner Butterfield made a motion to deny the sewer abatement request for 92 East Road due to the no usage history as it is a new property. The motion seconded by Commissioner Barber. Voted unanimously.

7:00 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. 5<sup>th</sup> Amendment agreement Green International Affiliates
2. Catch Basin cleaning contract Truax Corp
3. Pole petition South Ashburnham Road
4. Tax Delinquent Parcels
5. 92 East Road abatement request

