



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

August 24, 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, 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 approve the meeting minutes of July 13, 2020 as written. The motion seconded by Commission Barber. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion to authorize the Chairman to sign the agreement with BETA Group, Inc. for engineering services Risk and Resilience Assessment and Emergency Response Plan for the water system. The motion seconded by Commission Barber. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to sign the MassDOT Municipal Bridge reimbursement request, \$2,135.62. for Narrows Road over Wyman Pond outlet engineering. The motion seconded by Commissioner Barber. Voted unanimously.

6:05 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 reimbursement request, \$1,910.00, for right of way acquisition for TIP project Whitmanville Road Bridge. The motion seconded by Commissioner Barber. Voted unanimously.

Public Shade Tree Health Survey

Assistant Director, Patrick Haley, discussed a survey that was conducted in Town of Plainville and the need to conduct one in Westminister to address and locate risk trees and categorize by level of risk. Chairman Emerson would like to get a proposal to perform a survey.

Current Drought Status/Water Use Restriction

The Director updated the Commission on the current drought status. The state is at Level 2 significant drought. He stated that the reservoir levels in town are good despite overall weather conditions.

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 based on process wastewater sewer meter. The Commission would like the Director to draft a letter to WBC notifying of the change in billing for the last quarter of 2020.

Ellis Road Water Storage Tank Replacement Project

No new update.

Whitman River Sewer Improvements Project Update

The Director apprised the Commission that the town was reimbursed for the work to date. He stated that BETA is waiting for USDA approval to perform additional manhole/CCTV pipe inspections with remaining grant funds.

Route 140 Reconstruction and Improvements Project Update

The Director updated the Commission on project 2. The project is still at 75% submittal review at MassDOT.

Narrows Road Bridge Project Update

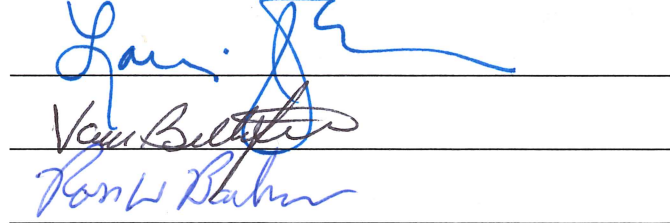
The Director updated the Commission on the project. The Director stated that there could be increases in costs due to Covid-19.

Upper Reservoir Dam culvert repair

The Director apprised the Commission that he is still working on getting engineering cost proposals.

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

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION


The first signature is the most legible, appearing to read 'Dan. J. [unclear]'. The second signature is 'Van. Butterfield'. The third signature is 'Ron W. Barber'.

Documents / Exhibits

1. BETA Group authorization form
2. MassDOT Muni Bridge RR
3. MassDOT Chapter 90 RR