



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**

October 26, 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.

6:12 PM Commissioner Barber made a motion that the Commission approve the meeting minutes of September 28, 2020 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:13 PM Commissioner Butterfield made a motion that the Commission sign the Water Usage Account Quarterly Billing Commitment for October 2020 in the amount of \$258,784.73 and the Sewer Usage Account Quarterly Billing Commitment for October 2020 in the amount of \$301,019.16. The motion seconded by Commissioner Barber. Voted unanimously.

6:14 PM Commissioner Butterfield made a motion to award the contracts for Snow Plowing Services to the following contractors: Despres Landscape & Excavation, Wachusett Paving and Wildwood Farm. The motion seconded by Commissioner Barber. Voted unanimously.

### Current Drought Status/Water Use Restriction

No new update.

### Whitmanville Road Bridge Project Update

MassDOT conducting pre-construction meeting on October 27, 2020.

### Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director gave WBC update for the Commission.

### Ellis Road Water Storage Tank Replacement Project

No new update.

### Whitman River Sewer Improvements Project Update

Received letter from USDA stating remaining grant monies will be released to the town.

### Route 140 Reconstruction and Improvements Project Update

No new update.

Narrows Road Bridge Project Update

The Director updated the Commission that bid documents are being reviewed for the project.

Upper Reservoir Dam culvert repair

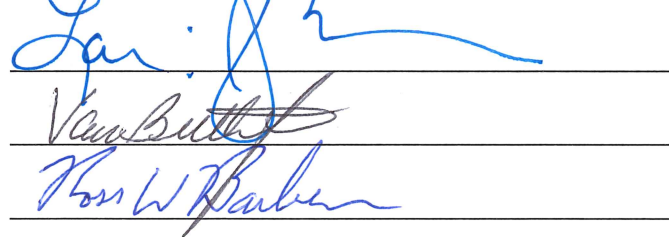
The Director stated that he and the Asst. Director plan to meet with our consultant to kick-off the project.

Other Items:

- The Director gave an update of resident concerns on Roper Road with traffic from the Game On sports facility in Fitchburg
- Peter Normandin was present and submitted a plan for review/comment to install a private well line across Virginia Avenue.

7:07 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows three handwritten signatures in blue ink, each written over a horizontal line. The first signature is the most prominent and appears to be 'Jan. 82'. The second signature is 'Van Buit...' and the third is 'Ross W. Barber'.

Documents / Exhibits

1. Snow Plowing Contracts
2. Virginia Avenue private well line crossing plan/sketch