



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**

November 16, 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 October 13, 2020 as written. The motion seconded by Commissioner Barber. Voted unanimously.

6:02 PM Commissioner Barber made a motion that the Commission sign the Water Accounts commitment for the month of October 2020 in the amount of \$1,092.26 and the Sewer Accounts commitment for the month of October 2020 in the amount of \$398.80. The motion seconded by Commissioner Butterfield. Voted unanimously.

### Current Drought Status/Water Use Restriction

The Director updated the Commission that the current status for the area is Level 2, Significant Drought. He indicated that there were no concerns with reservoir levels.

### Whitmanville Road Bridge Project Update

The Director updated the Commission on the progress of the project. Paving for the detour on the road has started as well as detour signage installed. The contractor plans to demo the bridge over the winter once the utility companies start replacing poles and the temporary traffic signal at Oakmont Avenue.

### Ellis Road Water Storage Tank Replacement Project

No new update.

### 6:05 PM Pole Petition Hearing West Princeton Road

Chairman Emerson opened the public hearing. No one from the utility company was present due to National Grid employees on storm duty. The Director of Public Works had no objection to the pole location as staked in the field. The pole is a stub pole to support poles for residential homes. 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 6:07 PM. Commissioner Barber made a motion to grant the pole petition request for proposed pole 64-584. The motion seconded by Commissioner Butterfield. Voted unanimously.

Virginia Avenue private well pipe road crossing proposal

Peter Normandin was present to discuss his proposal to install a private well line across/under Virginia Avenue. The Commission discussed at length concerns with a privately owned residential well service installed in the public way. The Commission took the request under advisement to review further and will take it up at their next scheduled meeting.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director gave WBC update for the Commission.

Whitman River Sewer Improvements Project Update

The USDA grant monies were received by the town. The Director and Asst. Director are working with our consultant for additional I/I Control Plan work.

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 stated that he and the Asst. Director met with the consultant to kick-off the project.

Other Items:


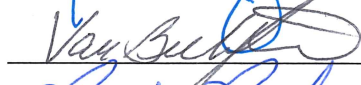

-The Director discussed a letter from Thomas Peck 30 Newcomb Road regarding a tree concern

-The Director gave the Commission a request for abatement for 6 Adams Street. The owner had an undetected leak due to valve that failed on boiler.

7:00 PM Commissioner Barber made a motion to abate the sewer bill overage by 75% due to an undetected leak at 6 Adams Street. The motion seconded by Commissioner Butterfield. Voted unanimously.

7:19 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

Documents / Exhibits

1. Pole Petition West Princeton Road
2. Virginia Avenue private well line crossing plan/sketch
3. 30 Newcomb Road tree concern
4. Abatement request 6 Adams Street