



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

December 14, 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 via teleconference call.

6:02 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of October 26, 2020 and November 16, 2020 as written. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Commissioner Barber made a motion that the Commission sign the Water Accounts commitment for the month of November 2020 in the amount of \$6,820.95 and the Sewer Accounts commitment for the month of November 2020 in the amount of \$925.14. The motion seconded by Commissioner Butterfield. Voted unanimously.

Abatement request 128 Main Street

The Commission reviewed the abatement request due to an undetected leak with outdoor pond. Chairman Emerson requested that date of deduct meter install as well as if the pond is connected to the deduct meter line prior to a decision on the abatement is made by the Commission.

Winter Operations Update

The Director updated the Commission on winter operations and the use of salt brine for pretreating/treating roads.

DPW Capital Plan

The Commission and Director discussed/reviewed items on the current plan. The Director gave an update on the DPW roof assessment as well as water meter replacement program for FY2022. He also discussed DPW facility needs, ie town sewer, drainage, wash station, brine systems, diesel fuel pump/management system, and building needs.

Woodland Drive Safety Concerns

The Director shared letter from residents of Woodland Drive subdivision regarding speed and sight distance turning onto South Ashburnham Road from Woodland Drive. The Commission would like the Director to get costs for an engineer to review the intersections.

Current Drought Status/Water Use Restriction

The Director updated the Commission on the current drought status, Level 1 – mild drought statewide. Chairman Emerson asked that this item be brought back to the Commission's agenda in March 2021.

Whitmanville Road Bridge Project Update

The Director updated that Commission on the project. The utility companies are expected to start pole installs in January 2021. Once complete, the bridge will be closed and detour started on Whitmanville Road.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director gave WBC update for the Commission. He also stated that the town will need to update sewer bylaw to match updates in City of Fitchburg sewer ordinance.

Ellis Road Water Storage Tank Replacement Project

The Director stated that the communications tower work is underway and hopefully complete next month to be able to bid the water tank in February 2021.

Whitman River Sewer Improvements Project Update

The Director updated the Commission on the additional I/I Control Plan work. He is waiting on a proposal from their consultant for the work.

Route 140 Reconstruction and Improvements Project Update

The Director updated the Commission that project 1 Hager Park Road, is scheduled to be advertised on January 2, 2021. Project 2, Patricia Rd to Princeton townline, is at 75% design and being reviewed by MassDOT.

Narrows Road Bridge Project Update

The Director updated the Commission that the project bid opening is on December 16, 2020. He stated that Chapter 90 monies will be needed to supplement the project.

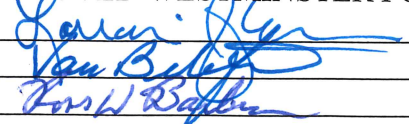
Upper Reservoir Dam culvert repair

The Director updated the Commission on the design of lining the primary 48-inch culvert.

7:08 PM Commissioner Butterfield made a motion to award snow plowing contract to Ben Mountain. The motion seconded by Commissioner Barber. Voted unanimously.

7:09 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



Documents / Exhibits

1. 128 Main Street abatement request
2. Woodland Drive Safety Concerns letter
3. Snow plow contract award