



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 28, 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 via teleconference call.

6:02 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of November 23, 2020 as written. The motion seconded by Commission Barber. Voted unanimously.

Abatement request 128 Main Street

The Commission continued discussion of the abatement request from the last meeting. The Director updated the Commission on install date of the deduct meter of September 11, 2020 and that the recirculating pond goes through the deduct meter.

6:17 PM Commissioner Butterfield made a motion that the Commission approve a sewer abatement for 128 Main Street in the amount of \$241.63. The motion seconded by Commission Barber. Voted unanimously.

Winter Operations Update

The Director and Asst. Director updated the Commission on winter operations to date.

DPW Capital Plan

The Director, Asst. Director and Commission discussed future Bacon Street sewer extension to Public Works, future capital upgrades at Regional Water Treatment Facility (SCADA, intake Meetinghouse Pond, roof, residuals handling). The Director additionally apprised the Commission that Fitchburg is looking to update the water IMA.

FY2022 Budget

The Commission, Director and Asst. Director discussed the budget and article requests for FY2022.

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

No new update.

Ellis Road Water Storage Tank Replacement Project

The Director stated that the communications tower work foundation has been installed and tower project planned completion in January 2021 and planned bid date of tank in February 2021.

Whitman River Sewer Improvements Project Update

The Director updated the Commission on the additional I/I Control Plan costs.

6:40 PM Commissioner Butterfield made a motion for the Chairman to sign the authorization for additional I/I work with BETA Group. The motion seconded by Commissioner Barber. Voted unanimously.

Route 140 Reconstruction and Improvements Project Update

No new update.

Narrows Road Bridge Project Update

The Director updated the Commission that the project bid opening was on December 16, 2020 and that our consultant Green International Affiliates is reviewing bids to give a recommendation.

Upper Reservoir Dam culvert repair

No new update.

Other Items:

6:44 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Final Report for Right of Way acquisitions for the Whitmanville Rd bridge project, final cost \$13,810. The motion seconded by Commissioner Barber. Voted unanimously.

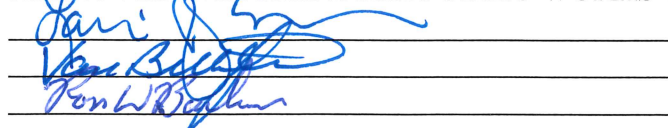
6:45 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for Reconstruction of 2 Segments of Route 140 for \$47,144.05. The motion seconded by Commissioner Barber. Voted unanimously.

6:46 PM Commissioner Butterfield made a motion to sign the MassDOT Small Bridge Reimbursement Request for Narrows Road bridge for \$6,076.72. The motion seconded by Commissioner Barber. Voted unanimously.

The Director updated the Commission on staffing levels as well as email correspondence regarding Solid Waste Drop-off Center access.

6:49 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. I/I additional work authorization
3. MassDOT reimbursement requests
4. MassDEP Ellis Rd tank replacement approval
5. National Grid vegetation control plan

