



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

January 11, 2021

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.

6:01 PM Commissioner Barber made a motion that the Commission sign the Water Accounts commitment for the month of December 2020 in the amount of \$962.56 and the Sewer Accounts commitment for the month of December 2020 in the amount of \$5,649.54. The motion seconded by Commissioner Butterfield. Voted unanimously.

Discuss upcoming STM Article

The Commission discussed the request to jointly meet with the Board of Selectmen on 1/13/2021 regarding setting a town meeting date for extending the water main on Town Farm Road due to problems with private wells on the road. Discussed was the proposed project scope, funding and challenges with extending the main from North Common Road to Route 2A/State Road East. John Fairbanks, Jim Delisle and Lisa Rocheleau were present on the call for the discussion.

FY2022 Budget

The Director updated the Commission regarding the proposed budgets for FY2022.

Whitmanville Road Bridge Project Update

No new update.

Wachusett Brewery Industrial Pretreatment Program discharge permit

The Director updated the Commission on the need to update the sewer bylaw as the City of Fitchburg has updated their Sewer Ordinance.

Ellis Road Water Storage Tank Replacement Project

No new update.

Whitman River Sewer Improvements Project Update

No new update.

Route 140 Reconstruction and Improvements Project Update

Project 1 has been advertised on January 2, 2021. Project 2 is still at 75%. Article 97 is holding up project 2 due to the need for easements on City of Fitchburg properties.

Narrows Road Bridge Project Update

The Director apprised the Commission of the review bids for the project given by Green International Affiliates (GIA). He also discussed the need to amend contract dates in the engineering contract with Green.

6:50 PM Commissioner Butterfield made a motion for the Chairman to sign the contract amendment to amend the date to January 31, 2022. The motion seconded by Commissioner Barber. Voted unanimously.

Upper Reservoir Dam culvert repair

No new update.

Other items:

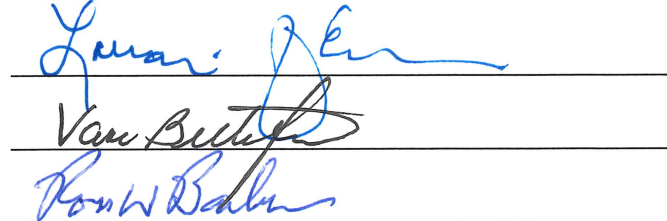
-The Director discussed the need to open a task order with BETA Group for general engineering services related to the proposed Town Farm Road water main.

6:52 PM Commissioner Butterfield made a motion for the Chairman to sign the authorization for Town Farm Road general engineering services with BETA Group. The motion seconded by Commissioner Barber. Voted unanimously.

-Discussion on staffing levels

7:06 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 "Laurie J. Ken", the second is "Van Butte", and the third is "Ron W. Barber".

Documents / Exhibits

1. Narrows Road Bridge GIA engineering contract amendment
2. Town Farm Road BETA Group general engineering task order