



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

May 10, 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

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 sign the Water Accounts commitment for the month of April 2021 in the amount of \$638.57 and the Sewer Accounts commitment for the month of April 2021 in the amount of \$366.59. The motion seconded by Commissioner Barber. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for Reconstruction & Rehab. Of Two Segments of Route 140 in the amount of \$13,320.87. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion to sign the MassDOT Chapter 90 Reimbursement Request for Bridge No. W-38-030 Narrows Road over Wyman Pond Outlet in the amount of \$3,650.92. The motion seconded by Commissioner Barber. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to extend the contract for Hot Mix Asphalt FOB Plant an additional year with Massachusetts Broken Stone Company, Berlin Mass at \$58 per ton. The motion seconded by Commissioner Barber. Voted unanimously.

6:05 PM Commissioner Barber made a motion to extend the contract for Hot Mix Asphalt Laid in Place an additional year with E.H. Perkins Construction, Inc., Hudson, Mass at \$59.74 per ton with asphalt escalation. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:06 PM Commissioner Butterfield made a motion to extend the contract for Full Depth Pavement Reclamation with calcium chloride an additional year with Murray Paving and Reclamation, Holliston, Mass at \$2.18 per square yard. The motion seconded by Commissioner Barber. Voted unanimously.

6:08 PM Commissioner Butterfield made a motion to extend the contract for Pavement Milling an additional year with P.J. Keating Co., Lunenburg, Mass at \$1.66 per square yard. The motion seconded by Commissioner Barber. Voted unanimously.

6:10 PM Commissioner Butterfield made a motion to extend the contract for Crack Sealing an additional year with Sealcoating Inc. dba Indus, Braintree, Mass at \$11.49 per gallon. The motion seconded by Commissioner Barber. Voted unanimously.

6:14 PM Commissioner Butterfield made a motion to award the contract for Town Common Tree Planting to J. Martin Landscaping, Westminster, Mass at \$11,860.48. The motion seconded by Commissioner Barber. Voted unanimously.

6:15 PM Commissioner Butterfield made a motion to award the contract for a new Trackless MT7 tractor with trade in to CN Wood, Woburn, Mass at \$11,860.48. The motion seconded by Commissioner Barber. Voted unanimously.

#### Current Drought Status/Water Use Restriction

The Director updated the Commission on the current drought status which is Level 1, Mild Drought for Central. There are no concerns with drinking water reservoir levels at this time. The next update with the Drought Management Task Force will be in June.

#### Whitmanville Road Bridge Project Update

The Director updated the Commission on the project. The bridge is closed and is expected to reopen in August 2021.

#### Wachusett Brewery Industrial Pretreatment Program discharge permit

No new update.

#### Ellis Road Water Storage Tank Replacement Project

The Director updated the Commission on the communications tower/building installation, getting power to the site as well as tank replacement. The tank replacement will be bid on May 26, 2021.

#### Whitman River Sewer Improvements Project Update

The Director updated the Commission on the ongoing work, e.g. CCTV inspections, smoke testing.

#### Route 140 Reconstruction and Improvements Project Update

No new update.

#### Narrows Road Bridge Project Update

The Director updated the Commission on the project. The contractor is working on submittals for approval by the DPW consultant, Green International Affiliates. The project is expected to start in June 2021.

#### Upper Reservoir Dam culvert repair

The Director updated the Commission on the project. Beta Group will be submitting the culvert repair plans to the Office of Dam Safety for approval/permit.

Town Farm Road Project Update

The Director updated the Commission on the project. Engineering is continuing on the project, e.g. survey, borings, hydraulic water model and is planned to be bid in June 2021.

Other items:

-The Director discussed a proposal for a traffic study for Woodland Drive at South Ashburnham Road. The Director stated that there are monies available in the current highway budget for the proposal.

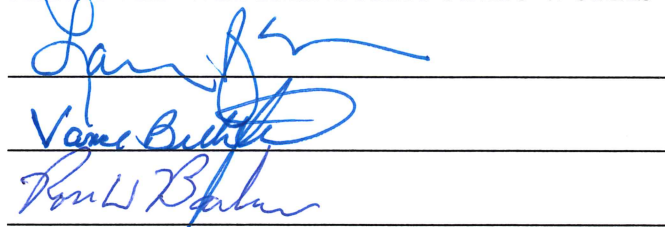
6:30 PM Commissioner Barber made a motion to have Green International Affiliates, Inc. perform traffic engineering services for Woodland Drive at South Ashburnham Road. The motion seconded by Commissioner Butterfield. Voted unanimously.

-The Director discussed the town land on the corner of Ellis Road and Minott Road that Gail Sabettini will be purchasing. He has asked for 10 foot snow easement on the plan.

-Commissioner Butterfield inquired about the status of the solar array project on Overlook Road. The Director stated that there was no update and that National Grid still needed to petition the town for new utility pole to serve the project.

6:45 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 signatures are cursive and appear to be of the same person, likely a commissioner or director, as they are placed under the 'APPROVED' heading.

Documents / Exhibits

1. MassDOT Chapter 90 Reimbursement Requests
2. FY2022 contracts
3. J. Martin Landscaping, Town Common Tree Planting contract
4. CN Wood, sidewalk tractor contract
5. Woodland Drive at South Ashburnham Road traffic engineering services proposal

