



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

June 14, 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 Barber made a motion that the Commission sign the Water Accounts commitment for the month of May 2021 in the amount of \$290.24 and the Sewer Accounts commitment for the month of May 2021 in the amount of \$159.31. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion to authorize the Chairman to sign the proposal with Comprehensive Environmental Inc. for Year-4 assistance with the Massachusetts MS4 General Permit in the amount of \$53,500. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion to award the contract for Structure Adjustments \$15,225 to Martinez Road Construction Inc. The motion seconded by Commissioner Barber. Voted unanimously.

6:04 PM Commissioner Butterfield made a motion to award the contract for Street Line Painting \$20,821 to K5 Corporation. The motion seconded by Commissioner Barber. Voted unanimously.

6:05 PM Commissioner Butterfield made a motion to award the contract for Tree Removal and Pruning Services \$55,000 to KA Honkala Tree Service. The motion seconded by Commissioner Barber. Voted unanimously.

6:07 PM Commissioner Butterfield made a motion to award the contract for Water Distribution System Control Equipment Upgrade Project \$36,250 to Harbor Controls Inc. The motion seconded by Commissioner Barber. Voted unanimously.

6:08 PM Commissioner Barber made a motion for the Chairman to sign the Notice of Award for Ellis Road Replacement Tank \$1,533,829 to Statewide Aquastore, Inc. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:08 PM Commissioner Barber made a motion for the Chairman to sign the Notice of Intent to Award for Town Farm Road Watermain to Commonwealth Construction & Utilities, Inc. The motion seconded by Commissioner Butterfield. Voted unanimously.

Current Drought Status/Water Use Restriction

The Director updated the Commission on the current drought status which is Level 0, Normal Conditions for Central. There are no concerns with drinking water reservoir levels at this time.

Whitmanville Road Bridge Project Update

No new update.

Wachusett Brewery Industrial Pretreatment Program discharge permit

No new update.

Ellis Road Water Storage Tank Replacement Project

The tank replacement was bid on May 26, 2021 with bid of \$1,533,829 from Statewide Aquastore, Inc.

Whitman River Sewer Improvements Project Update

The Director will be receiving a memo report from consultant on results and recommended repairs found during inspections.

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 project was bid on June 9, 2021 with low bid of \$797,220.70 from Commonwealth Construction & Utilities, Inc.

Other items:

-The Commission reviewed an abatement request for 71 Main Street.

6:30 PM Commissioner Barber made a motion to deny the abatement request for 71 Main Street as an abatement for this property has been granted for the previous billing period for the same issue. The motion seconded by Commissioner Butterfield. Voted unanimously.

-The Director discussed with the Commission the watermain break found in fire service line on property at 180 State Road East. Chairman Emerson would like the Director to find out from Town Counsel if the town can recoup costs associated with the break.




6:29 PM Chairman Emerson moved that the Commission enter into executive session to discuss non-union contract negotiations and that the Commission adjourn directly from executive session. Commissioner Butterfield seconded the motion. The motion passed unanimously on a roll call vote

6:30 PM Chairman Emerson moved that the Commission exit from executive session. Commissioner Butterfield seconded the motion. The motion passed unanimously on a roll call vote.

6:31 PM Commissioner Butterfield made a motion that the Commission sign the 1-year contract with the Director of Public Works Joshua Hall dated June 14, 2021. The motion seconded by Commissioner Barber. Voted unanimously.

6:31 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

  
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**Documents / Exhibits**

1. FY2022 contracts
2. Notice of Award Ellis Road Tank Replacement
3. Notice of Intent to Award Town Farm Road Watermain
4. 71 Main Street abatement request

