



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
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Commissioners
Lorraine J. Emerson, Chair
Vance A. Butterfield
Ross W. Barber

Joshua W. Hall, P.E.
Director of Public Works

2024 APR 9 AM 10:36
TOWN OF WESTMINSTER

RECEIVED

PUBLIC WORKS COMMISSION MEETING MINUTES

February 12, 2024

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chair, Ross W. Barber Joshua W. Hall – Director of Public Works, Kevin Collins – Asst. Director of Public Works

5:00 PM Opened Meeting at Public Works Department Office. Reviewed and signed bills for payment.

5:05 PM Pole Petition Hearing Worcester Road

Chairman Emerson opened the public hearing. Mohamad El-Rifai presented the project. Mr. El-Rifai stated that the stub pole is proposed to a guy wire in a tree. The Director had no objection to the location as staked in the field. He did ask that any guy for the stub pole to be a sidewalk guy. Martti Peltola 81 Worcester Road was present and asked a question if the new pole would correct sagging lines. Chair Emerson made a motion for Commissioner Barber to serve as Clerk. The motion seconded by Commissioner Barber. Voted unanimously. Commissioner Barber made a motion to close the public hearing. The motion seconded by Chair Emerson. Voted unanimously. Chairman Emerson closed the public hearing at 5:14 PM. Commissioner Barber made a motion to grant the pole petition request. The motion seconded by Chair Emerson. Voted unanimously.

Intermunicipal Agreement – Wastewater

The Director apprised the Commission on discussions he has had with City of Fitchburg regarding the IMA. He indicated that the City is looking to extend the agreement. He stated that it will most likely be a 2 year extension. He also stated that if the town is in need of additional permitted flow capacity during the extension term that Fitchburg would be open to discussions.

5:27 PM Commissioner Barber made a motion that the Commission sign the Water Accounts commitment for the month of January 2024 in the amount of \$4,261.98 and the Sewer Accounts commitment for the month of January 2024 in the amount of \$7,618.10. The motion seconded by Chair Emerson. Voted unanimously.

Worcester Road/Route 140 Rehabilitation Construction Phase Engineering Services

The Director apprised the Commission that a request for MassDOT to fund Construction Phase Services has been sent to DOT.

FY2025 DPW Budget

The Director apprised the Commission that the City of Fitchburg updated the O&M costs for Regional and he will be revising/resubmitting the water budget for FY2025.

Draft Sewer Service Area Bylaw review/discussion

The Commission discussed the draft bylaw with the Director. The Director stated that he is waiting on town counsel regarding questions for mitigation fee and allocating sewer flows to parcels fronting a town sewer line. The Director did discuss the need to update the 2004 wastewater capacity analysis to determine reserve wastewater flows. Chair Emerson asked to get an estimate to update the 2004 analysis and 2007 CWMP.

Shady Avenue Water Storage Tank Rehabilitation – Update

No new update.

Whitman River Sewer Improvements Project – Update

No new update.

Route 140 Reconstruction and Improvements Project – Update

The Assistant Director Kevin Collins updated the Commission on the progress of construction. He met with DOT onsite to go over trees/clearing for the project.

Other Items:

5:44 PM Chair Emerson made a motion to grant the request by Central Mass Striders for a single lane closure of Mile Hill Road for approximately 20 minutes starting at 9:30 a.m. on May 25, 2024 for the Wachusett Mountain Race. The motion seconded by Commissioner Barber. Voted unanimously.

The Director apprised the Commission of the resignation of a Highway Truck Driver/Laborer. He stated that he will be working with HR to get the position posted shortly.

5:57 PM Commissioner Barber made a motion to adjourn. The motion seconded by Chair Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION





Documents / Exhibits

1. Pole Hearing -- Worcester Road
2. Road Closure request Mile Hill Rd/Bolton Rd 5/25/2024