



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
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2022 JUN -1 PM 12:37

TOWN OF WESTMINSTER

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

Commissioners
Lorraine J. Emerson, Chairman
Vance A. Butterfield
Ross W. Barber

PUBLIC WORKS COMMISSION MEETING MINUTES

April 11, 2022

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, Kevin Collins – Assistant Director of Public Works, Dale Lucier - Executive Assistant

6:00 PM Opened Meeting at Public Works Department Office. Reviewed and signed bills for payment.

6:01 PM Commissioner Barber made a motion that the Commission approve the meeting minutes of March 14, 2022 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:02 PM Commissioner Barber made a motion that the Commission sign the Sewer Accounts commitment for the month of March 2022 in the amount of \$4026.13 and the Water Accounts commitment for the month of March 2022 in the amount of \$632.38. The motion seconded by Commissioner Butterfield. Voted unanimously.

Winter Recovery Assistance Program (WRAP)

The Director informed the Commission that he was notified that the town will be receiving \$299,193 that will need to be spent by June 30, 2023.

Stored Solar Fitchburg, LLC, 2 Rowtier Drive- Outstanding Water/Sewer Account

The Director informed the Commission that they have responded to making payments to the Town after notice of water shutoff.

Draft Town Financial Policies

The Director informed the Commission that the Select Board are changing some of the language and will discuss at an upcoming meeting.

Complete Streets Plan Development- Update

The Director updated the Commission with the project. The working group met virtual on April 6, 2022 to discuss areas/streets in town for the plan. Once the list is created, public input will be requested through town website/news and DPW Facebook page.

6:05 PM Pole Petition- Bean Porridge Hill Road

Chairman Emerson opened the public hearing. Josh Pacheco presented the project. Mr. Pacheco stated that an easement was negotiated with an abutter to eliminate one of the composite poles previously requested and only one composite pole is required as they were unsuccessful with negotiating an easement with an abutter. Bob Knowles stated they were successful with obtaining an easement with one abutter. The Director had no objection to the location as staked in the field. Commissioner Butterfield made a motion to close the public hearing. The motion seconded by Commissioner Barber. Voted unanimously. Chairman Emerson closed the public hearing at 6:12 PM. Commissioner Butterfield made a motion to grant the pole petition request. The motion seconded by Commissioner Barber. Voted unanimously.

The Director requested that National Grid write a letter withdrawing the previous pole petition that is scheduled for April 25, 2022.

Wastewater IMA- Update

The Director informed the Commission that he is waiting for the signed IMA from the City of Fitchburg for town execution. He also discussed the draft wastewater flow estimate memo that consultant Wright-Pierce submitted for review as part of the new IMA. In summary, the current wastewater flows (existing & lots available to connect) is at IMA permitted flows. He will also reach out to town counsel regarding a moratorium on new sewer extensions.

Old Town Farm Road Culvert Replacement- Update

The Director informed the Commission that we are close to bidding the project this month or early next month. The installation of the culvert will be scheduled in July or August with the road closed for 48 hours during a weekend.

Ellis Road Water Storage Tank Replacement –Update

No new update.

Whitmanville Road Bridge Project

No new update

Wachusett Brewery Industrial Pretreatment Program

No new update.

Whitman River Sewer Improvements Project Update

No new update

Route 140 Reconstruction and Improvements Project Update

The Director informed the Commission Article 97 is still in committee in the House.

Narrows Road Bridge over Wyman Pond Outlet Project Update

The Director informed the Commission that the road will be closed on Thursday April 14, 2022 for paving & grading.

Upper Reservoir Dam Culvert Replacement

The Director informed the Commission that there will be a meeting on Wednesday to kickoff the project that is expected to last 3-4 weeks.

Town Farm Road Watermain- Update


The Director informed the Commission that he and the Asst. Director met with the contractor to discuss road paving that includes milling and paving one lane of the road as well as hydroseeding disturbed areas.

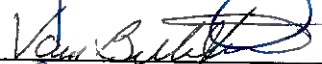
Other items:

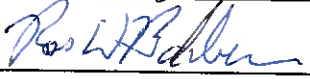
- The Director let the Commission know that FY2023 DPW budgets are okay with the Select & Advisory Boards.

6:40 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION







Documents / Exhibits

1. Pole petition - Bean Porridge Hill Road

