



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

2023 MAY 23 AM 11:55
TOWN OF WESTMINSTER

RECEIVED

PUBLIC WORKS COMMISSION MEETING MINUTES

May 8, 2023

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chairman, Vance A. Butterfield, Ross W. Barber, 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 Butterfield made a motion that the Commission approve the meeting minutes of April 10, 2023 and April 24, 2023 as written. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the Water Accounts commitment for the month of April 2023 in the amount of \$301.99 and the Sewer Accounts commitment for the month of April 2023 in the amount of \$107.40. The motion seconded by Chairman Emerson. Voted unanimously.

Chapter 90 Project Request- Route 140 (Worcester Road)

The Assistant Director apprised the Commission that this request would be used for compensation for easements for the Route 140 project. Commissioner Butterfield made a motion to authorize the Chairman to sign the \$40,000 request for Chapter 90 reimbursement. The motion seconded by Chairman Emerson. Voted unanimously.

Abatement Request- 39 Ellis Road

Chairman Emerson read a letter from resident at 39 Ellis Road requesting a water abatement. The Commission reviewed the request for water abatement due to an undetected leak in the upstairs shower faucet and agreed to give a 50% abatement. Commissioner Barber made a motion to accept the abatement request. The motion seconded by Commissioner Butterfield. Voted unanimously.

Solid Waste Drop-Off Center Waste Oil Tank contamination- Update

The Commission discussed the response from Waste Management and would like frequent testing of the oil and also to do our own testing. Require they only receive oil in an oil container. The Assistant Director will send the Commission a draft that we can post on our Facebook page with requirements of drop off.

Complete Streets Plan Development- Update

No new update.

Old Town Farm Road Culvert Replacement- Update

The Assistant Director apprised the Commission that a meeting with the contractor and Green International (design engineer) was pertaining to the stone that was placed on site and washing away that did not meet MassDOT specs, 18-24" stone is required.

Ellis Road Water Storage Tank Replacement –Update

The Assistant Director apprised the Commission that the meter socket delivery is 2 weeks out.

Whitman River Sewer Improvements Project Update

No new update.

Route 140 Reconstruction and Improvements Project Update

The Assistant Director apprised the Commission that offer letters for easements were sent out on 5/3/2023.

6:44 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

Documents / Exhibits

1. MassDOT project request – Route 140 easements
2. Abatement request letter – 39 Ellis Road