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WESTMINSTER DEPARTMENT OF PUBLIC WORKS 2022 OCT 12 AM 11:41
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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

September 12, 2022

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Lorraine J. Emerson – Chairman, Vance A. Butterfield, Joshua W. Hall – Director of Public Works, Kevin Collins – Assistant Director of Public Works, Dale Lucier - Executive Assistant, Dan Bartkus 150 Bean Porridge Hill Road

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 sign the Sewer Accounts commitment for the month of August 2022 in the amount of \$484.60 and the Water Accounts commitment for the month of August 2022 in the amount of \$1,016.61. The motion seconded by Commissioner Butterfield. Voted unanimously.

Petition to lay out White Pine Drive as a Public Way

The Director apprised the Commission that he received a request to accept White Pine Drive as a public way. He outlined the process to accept the road per Town Counsel.

6:03 PM Commissioner Butterfield made a motion that the Public Works Commission, acting as the Road Commissioners, vote its intention to lay out White Pine Drive as a public way, all as shown on a plan entitled “Street Acceptance Plan Westminister, Massachusetts”, dated May 26, 2022, prepared by Dillis & Roy, Civil Design Group, which plan is on file with the Town Clerk, and to forward this vote and the plan to the Planning Board for its comments and recommendations pursuant to G.L. c. 41, §§81G and 81I. The motion seconded by Commissioner Barber. Voted unanimously.

Petition to lay out Lighthouse Lane as a Public Way

The Director apprised the Commission that he received a request to accept Lighthouse Lane as a public way. He outlined the process to accept the road per Town Counsel.

6:04 PM Commissioner Butterfield made a motion that the Public Works Commission, acting as the Road Commissioners, vote its intention to lay out Lighthouse Lane as a public way, all as shown on a plan entitled “‘Lighthouse Lane’ Acceptance Plan of Land in Westminister, MA Prepared for Ashoryn, LLC”, dated August 4, 2022, prepared by Haley Ward, Inc., which plan is on file with the Town Clerk, and to forward this vote and the plan to the Planning Board for its comments and recommendations pursuant to G.L. c. 41, §§81G and 81I. The motion seconded by Commissioner Barber. Voted unanimously.

MassDOT Chapter 90 Project Request Route 140/Worcester Road

The Director apprised the Commission that an amendment to the agreement with Green International is necessary for final construction plans/specifications and bid phase services.

6:06 PM Commissioner Barber made a motion that the Commission sign the MassDOT Chapter 90 project request for Route 140/ Worcester Road project #2 in the amount of \$90,000.00 to Green International Affiliates to provide PS&E Design & Bid Phase Services. The motion seconded by Commissioner Butterfield. Voted unanimously.

Snow Plowing Contract Awards

The Director discussed with the Commission that he is recommending using the same contractors as last year for snow plowing. He stated that the rates are based on MassDOT contract rates and increased about 10-17% over last year.

6:10 PM Commissioner Butterfield made a motion to award Wildwood Farm contracts for Snow Plowing Services for the 2022-2023 Winter Season. The motion seconded by Commissioner Barber. Voted unanimously.

6:12 PM Commissioner Butterfield made a motion to award Despres Landscape & Excavation contracts for Snow Plowing Services for the 2022-2023 Winter Season. The motion seconded by Commissioner Barber. Voted unanimously.

Drinking Water Public Notification- Total Trihalomethanes

No new update.

Current Drought Status/Water Restriction

No new update.

Draft Sewer Service Area Bylaw

No new update.

Road Paving & Resurfacing- Update

The Assistant Director apprised the Commission that Cold in-place recycling will be occur Thursday on Church Street and Lovell Street. Street line painting is scheduled for the following week.

Draft Town Financial Policies

No new update.

Complete Streets Plan Development- Update

No new update.

Old Town Farm Road Culvert Replacement- Update

The Director apprised the Commission that the contractor installed the watermain bypass. The culvert installation is scheduled to start October 7, 2022 at 9 a.m. The contractor believes that the road will be open late day Sunday October 9, 2022.

Wachusett Brewery Industrial Pretreatment Program- Update
No new update.

Ellis Road Water Storage Tank Replacement –Update
The Director apprised the Commission that the tank went online on September 2, 2022. The punch list should be complete in October for the project.

Whitman River Sewer Improvements Project Update
No new update.

Route 140 Reconstruction and Improvements Project Update
No new update.


Town Farm Road Watermain- Update
The Director apprised the Commission that one driveway repair to be completed next week.


Other items


- The Director presented to the Commission the state contract for rock salt with Eastern Salt. He stated that there is a 20% increase in price from last year.
 - 6:29 PM Commissioner Butterfield made a motion to award the contract for Rock Salt to Eastern Salt Company, Inc. for \$77.28 per ton. The motion seconded by Commissioner Barber. Voted unanimously.
- The Director notified the Commission that the Capital Planning Committee would like to meet on Tuesday September 27, 2022 to review/discuss the Public Works 5-year capital plan.
- Discussed open truck driver/laborer position.

6:4 PM Commissioner Barber made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION







Documents / Exhibits

1. MassDOT Ch90 PR Route 140
2. Snow Plowing Services contracts
3. Rock Salt contract