



RECEIVED

2022 OCT 12 AM 11:41

WESTMINSTER DEPARTMENT OF PUBLIC WORKS  
P.O. BOX 376 WESTMINSTER, MA 01473 - Tel. (978) 874-5572

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 26, 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 approve the meeting minutes of August 8, 2022 and August 22, 2022 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

### White Pine Drive Order of Layout

The Director apprised the Commission that he received the Planning Board's recommendation to accept White Pine Drive.

6:04 PM Commissioner Butterfield made a motion that the Public Works Commission, acting as the Road Commissioners, vote to lay out White Pine Drive as a public way. 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 the Planning Board's recommendation to accept Lighthouse Lane as a public way.

6:05 PM Commissioner Butterfield made a motion that the Public Works Commission, acting as the Road Commissioners, vote to lay out Lighthouse Lane as a public way. The motion seconded by Commissioner Barber. 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.

6:06 PM Commissioner Butterfield made a motion to award contracts to T. Slocum Inc., R. Smith Construction LLC and Ben Mountain 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

The Director apprised the Commission that he received comments back from consultant Wright-Pierce and that Town Counsel is reviewing the draft bylaw.

Road Paving & Resurfacing- Update

Discussed the cold in-place recycling that was done on Church and Lovell Streets. The Assistant Director apprised the Commission that paving is tentatively scheduled next week on those streets.

Draft Town Financial Policies

No new update.

Complete Streets Plan Development- Update

The Director apprised the Commission that the Tier 2 Prioritization Plan has been approved by MassDOT. He stated that the town can advance towards submitting a Tier 3 application for construction funding to implement one or more street projects identified in the plan.

Old Town Farm Road Culvert Replacement- Update

The Director apprised the Commission that the culvert installation is scheduled for October 7, 2022 at 9 a.m. A meeting is scheduled for tomorrow to review the install.

Wachusett Brewery Industrial Pretreatment Program- Update

The Director stated that work has been done to work towards compliance with their discharge permit with the City of Fitchburg.

Ellis Road Water Storage Tank Replacement –Update

The Director apprised the Commission that a punchlist is being created for final project completion.

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 is still outstanding.

Other items

- Discussed open truck driver/laborer position.
- Discussed the upcoming Capital Planning Committee on Tuesday September 27, 2022
- The Director apprised the Commission of the recent roadway tree health survey covered under DCR grant
- Discussed bankruptcy filing for Stored Solar LLC

6:46 PM Commissioner Butterfield made a motion to adjourn. The motion seconded by Commissioner Barber. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

Documents / Exhibits

1. White Pine Drive Order of Layout
2. Lighthouse Lane Order of Layout
3. Snow Plowing Services contracts