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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

October 10, 2023

Location: Town Hall, 11 South Street, Room 128

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

6:00 PM Opened Meeting at Town Hall Room 128. Reviewed and signed bills for payment.

6:01 PM Commissioner Barber made a motion that the Commission sign the Water Account Monthly Billing Commitment for September 2023 in the amount of \$331.54 and the Sewer Account Monthly Billing Commitment for September 2023 in the amount of \$370.42. The motion seconded by Chairman Emerson. Voted unanimously.

6:02 PM Chairman Emerson made a motion to withdraw the article request for Sewer Service Area Bylaw for the Special Fall Town Meeting November 14, 2023 so that the Commission has a greater opportunity to educate/discuss with boards and the community and move the request to the Annual Town Meeting in May 2024. The motion seconded by Commissioner Barber. Voted unanimously.

Shady Avenue Water Storage Tank Rehabilitation

The Director apprised the Commission the contractor is making repairs to the interior of the tank. He is expecting to start filling the tank in the middle of November.

Old Town Farm Road Culvert Replacement- Update

The Director apprised the Commission that he is waiting on the final pay requisition on the project to close it out.

Whitman River Sewer Improvements Project Update

No new update.

Route 140 Reconstruction and Improvements Project Update

No new update

Other Items:

6:03 PM Chairman Emerson made a motion to award contracts to Despres Landscape and Excavation for Snow Plowing Services for the 2023-2024 Winter Season. The motion seconded by Commissioner Barber. Voted unanimously.

6:03 PM Chairman Emerson made a motion to award contract to Craig Starzynski Excavating LLC for Snow Plowing Services for the 2023-2024 Winter Season. The motion seconded by Commissioner Barber. Voted unanimously.


6:20 PM Commissioner Barber made a motion to move the meeting to Town Hall Room 205 for meeting with the Capital Planning Committee and to adjourn directly following that meeting. The motion seconded by Chairman Emerson. Voted unanimously.

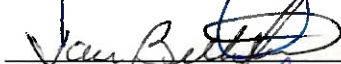
Public Work 5-year Capital Plan


The Director, Asst. Director and Commission discussed updates to the DPW 5-year Capital Plan which included cost adjustments to items as well as moving items in the plan. Proposed additions to the plan included new septic system at Public Works, light truck/car lift at Public Works and replacement of 4,000 gallons diesel fuel tank at Public Works.

6:50 PM Commissioner Barber made a motion to adjourn. The motion seconded by Chairman Emerson. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION







Documents / Exhibits

1. Snow Plowing Contracts