



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

Commissioners  
Lorraine J. Emerson, Chairman  
Vance A. Butterfield  
Scott H. Ryder, P.E.

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

## PUBLIC WORKS COMMISSION MEETING MINUTES

June 8, 2015

Location: Public Works Department Office, 2 Oakmont Avenue

Present: Members: Lorraine J. Emerson – Chairman, Vance A. Butterfield, Scott H. Ryder; Joshua W. Hall – Director of Public Works

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

6:01 PM Commissioner Butterfield made a motion that the Commission approve the meeting minutes of May 26, 2015 as written. The motion seconded by Commissioner Ryder. Voted unanimously.

6:02 PM Commissioner Butterfield made a motion that the Commission sign the water services account commitment for the month of May 2015 in the amount of \$999.84. The motion seconded by Commissioner Ryder. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion that the Commission sign the sewer services account commitment for the month of May 2015 in the amount of \$932.53. The motion seconded by Commissioner Ryder. Voted unanimously.

6:04 PM Commissioner Ryder made a motion to grant The First Congregational Church's request to close portions of Bacon and Pleasant Streets on Saturday, August 29, 2015 from 9:00 a.m. to 4:00 p.m. for the Annual Yankee Street Fair. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:15 PM Michael Batten – 168 Bathrick Road – Bathrick Road roadway concerns  
Michael Batten of 168 Bathrick Road was present to discuss concerns with the present condition of the gravel section of Bathrick Road.

6:35 PM M.L. Altobelli, Westminister Agricultural Commission – Right to Farm signs  
M.L. Altobelli was present to discuss the locations the Agricultural Commission would like the Right to Farm signs erected by the Highway Department throughout Town. M.L. also discussed the Agricultural Commission's plan to maintain the South Street trees/plantings and requested to fill a 100 gallon water tank at Public Works for watering the trees/plantings.

Engineering Design Proposal Route 140 Reconstruction and Improvements

The Commission discussed the 25% design proposal submitted by CHA. The Commission felt that a Request for Response (RFR) from firms may be prudent for competitive lump sum pricing for the entire project.

Pavement Management Update

The Commission discussed the update. The Director stated that the update will be posted on the Town website. Chairman Emerson stated that the Commission will discuss the update with the Board of Selectmen when they meet on July 20, 2015.

Proposed FY16 Road Projects/Chapter 90 Project Requests

The Director stated that this item be continued to the next Commission meeting.

Holmes Park Water District Rescind Discussion

There was nothing new to report on this item.

Whitman River Sewer System Improvements

There was nothing new to report on this item.


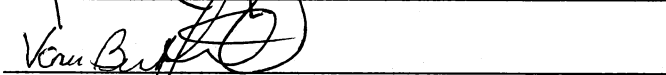
7:17 PM Chairman Emerson moved that the Commission enter into executive session to discuss non-union contract negotiations. Commissioner Butterfield seconded the motion. The motion passed unanimously on a roll call vote

7:35 PM Chairman Emerson moved that the Commission exit from executive session. Commissioner Butterfield seconded the motion. The motion passed unanimously on a roll call vote.

7:36 PM Commissioner Butterfield made a motion that the Commission sign the contract with the Director of Public Works Joshua Hall dated June 8, 2015. The motion seconded by Commissioner Ryder. Voted unanimously.

7:37 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION

  
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Documents / Exhibits

1. The First Congregational Church request to close Pleasant and Bacon Streets
2. Michael Batten, 168 Bathrick Road, letter regarding Bathrick Rd gravel section
3. Design proposals Route 140 Reconstruction and Improvements
4. Pavement Management Update
5. Director of Public Works contract