



WESTMINSTER DEPARTMENT OF PUBLIC WORKS
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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

September 28, 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 Ryder made a motion that the Commission approve the meeting minutes of September 9, 2015 as written. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:03 PM Commissioner Butterfield made a motion to sign the final MassDOT Chapter 90 Reimbursement Request for the Elliott & Pleasant Streets Sidewalk Replacement project. The motion seconded by Commissioner Ryder. Voted unanimously.

6:04 PM Commissioner Ryder made a motion to award the contract for road salt to Eastern Salt Co Inc. for the price per ton of \$67.85. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:05 PM Pole Petition – South Ashburnham Road

Chairman Emerson opened the public hearing. Ken Dobie representing National Grid presented the request. There were no public comments. The Director of Public Works, Joshua Hall, had no objection to the pole locations as staked in the field. Commissioner Ryder made a motion to close the public hearing. The motion seconded by Commissioner Butterfield. Voted unanimously. Chairman Emerson closed the public hearing at 6:07 PM. Commissioner Ryder made a motion to grant the pole petition request on South Ashburnham Road. The motion seconded by Commissioner Butterfield. Voted unanimously.

Dan Bartkus – Westminister Estates shared wastewater systems

Wesley Flis of Whitman & Bingham Associates was present to discuss the proposed shared wastewater system for the proposed development. The developers, Paul and Dan Bartkus, would like the town to consider operating the shared sewer system. The Director of Public Works had no concerns with owning and operating a shared system.

Chairman Emerson questioned how the town could operate the system separate of the current sewer enterprise fund. Chairman Emerson asked the Director to get an opinion from town counsel on how the town could operate a shared wastewater system separate of the sewer enterprise fund. Chairman Emerson asked that the Director draft a letter to the Board of Health stating that on a cursory review, the Public Works Commission supports the concept of owning/operating a shared wastewater system and that it also is part of the goals of the CWMP.

6:26 PM Commissioner Butterfield made a motion to also include abating the sewer portion of the abatement request made by Robert Cudak 50 Knower Road as previously voted (9/8/2015) by the Commission. The motion seconded by Commissioner Ryder. Voted unanimously.

6:28 PM Commissioner Ryder made a motion to abate the sewer abatement request made by Charles Arsenault 8 Bacon Street by 60% based on the same previous billing cycles. The motion seconded by Commissioner Butterfield. Voted unanimously.

6:37 PM Commissioner Ryder made a motion to abate the sewer abatement request made by Patricia Fields 4 Elliott Street by 60% based on the same previous billing cycles at 4A Elliott Street with the condition that the outstanding water charges for 4 Elliott Street must be paid in full within 30 days of receiving this letter in order to receive the sewer abatement. The motion seconded by Commissioner Butterfield. Voted unanimously.

Bathrick Road

The Director of Public Works gave a status update of the work performed on the gravel section of the road to date as well as the finalized assessment report. The Director discussed the engineering estimate, \$20,000, for implementing some of the solutions outlined in the report. The Director discussed the use of Chapter 90 monies for this work and explained that there is approximately \$56,000 remaining for this fiscal year.

6:59 PM Commissioner Ryder made a motion to submit an article request in the amount of \$20,000 for Bathrick Road engineering for the special Fall Town Meeting. The motion seconded by Commissioner Butterfield. Voted unanimously.

7:00 PM Commissioner Ryder made a motion to award the contract for Snow Plowing Services to S.D Fitzgerald, Inc. The motion seconded by Commissioner Butterfield. Voted unanimously.

7:01 PM Commissioner Butterfield made a motion to award the contract for Snow Plowing Services to KA Honkala Tree Service. The motion seconded by Commissioner Ryder. Voted unanimously.

7:02 PM Commissioner Ryder made a motion to award the contract for Snow Plowing services to Wildwood Farm. The motion seconded by Commissioner Butterfield. Voted unanimously.

7:04 PM Commissioner Ryder made a motion to award the contract for Snow Plowing Services to Marsha Foster. The motion seconded by Commissioner Butterfield. Voted unanimously.

7:05 PM Commissioner Ryder made a motion to award 4 contracts for Snow Plowing Services to Central Mass Tree, Inc. The motion seconded by Commissioner Butterfield. Voted unanimously.

Kent Road

Chairman Emerson wanted to be put on record that she did not recall Burt Gendron requesting documentation at the 6/22/2015 Public Works Commission meeting. The Chairman stated at the meeting that the Commission would take Mr. Gendron's concerns under advisement and look into his concerns with the private road. Once email correspondence from Mr. Gendron insinuated litigation, the Commission turned over the matter to the Board of Selectmen.

Holmes Park Water District Rescind Discussion

Nothing new to report.

Whitman River Sewer System Improvements

The Commission discussed the presentation for the special town meeting.

7:20 PM Commissioner Butterfield made a motion to support the net metering agreement/proposal by the town Energy Advisory Committee. The motion seconded by

7:25 PM Commissioner Ryder made a motion to adjourn. The motion seconded by Commissioner Butterfield. Voted unanimously.

APPROVED WESTMINSTER PUBLIC WORKS COMMISSION



The image shows three handwritten signatures, each written over a horizontal line. The signatures are in cursive and appear to be those of the commissioners mentioned in the text above.

Documents / Exhibits

1. MassDOT Chapter 90 Reimbursement Request Elliott & Pleasant Streets Sidewalk Replacement
2. FY16 road salt contract
3. Pole petition South Ashburnham Road
4. Abatement request 50 Knowler Road
5. Abatement request 8 Bacon Street
6. Abatement request 4 Elliott Street
7. FY16 snow plowing contracts

