

1. Agenda

Documents:

[2016.01.12AGENDA.PDF](#)

2. With Action Taken

Documents:

[2016.01.12WITH ACTION TAKEN.PDF](#)



TOWN OF WESTFORD  
BOARD OF SELECTMEN

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

**MEETING AGENDA**

Tuesday, January 12, 2016

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Executive Session:**
  1. **Receive an update on litigation for Newport Materials, LLC, et al v. Westford Zoning Board of Appeals, et al and v. Planning Board of Westford, et al, as an open session may have a detrimental effect on the litigating position of the public body.**
  2. **To consider the purchase, exchange, lease, or value of the Drew Gardens property located at 66-68 Boston Road, as an open session may have a detrimental effect on the negotiating position of the public body.**
  3. **To consider the purchase, exchange, lease, or value of the Adams property located at 41-43 and 46 Lowell Road, as an open session may have a detrimental effect on the negotiating position of the public body.**
2. 7:30PM **Call to Order**
3. 7:31PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
  1. Annual Town Meeting April 2, 2016:
    - a. Non-petition articles due to the Town Manager's Office by Wed. Jan. 13, 2016 at 10:00am.
    - b. Deadline for citizen petition articles to be submitted to the Town Clerk's Office for certification of signatures on Tues. Jan. 26, 2016 at 10:00AM.
5. 7:35PM **Receive status update on perchlorate remediation from Woodard & Curran, Inc. - Andrea Eagan, Project Manager**
6. 8:00PM **Consider exercising Right of First Refusal on Drew Gardens, 66-68 Boston Road -Ebi Masalehdan**
7. 8:20PM **Old/New Business**
  1. Approve and sign mylar drawings for Aldrich Lane Street Acceptance.  
- *Melissa Robbins (not attending)*
  2. Notification of KENO license applications:
    - a. Littleton Road Liquors, 439 Littleton Road (for KENO To Go)

- b. Westford Market & Liquor, 6 Carlisle Road
- 3. Request from the Affordable Housing Committee to appointment Nancy Wimberg, with a term expiring June 30,2017, and Chris Pude, with a term expiring June 30, 2016.
- 4. Request from the Permanent Town Building Committee to appointment Thomas Ellis as a full member with a term expiring June 30, 2016.

8. 8:25PM

**Consent Agenda- Request to approve the following**

Town Common and Bandstand Request

- 1. Westford Girl Scouts Tree Lighting, Nov. 27, 2016 from 2:30PM-5:30PM
- 2. Westford Road Race, May 1, 2016 from 9:00AM-5:00PM

Banner Request

- 3. Westford Road Race, May 1, 2016 by the J.V. Fletcher Library, Lori Cogliano, Westford Charitable Foundation, Inc. (*not attending*)

9. 8:30PM

**Minutes for Approval**

For Approval and Release:

- 1. 12/8/2015 Regular Session
- 2. 12/22/2015 Regular Session

For Approval-Not For Release:

- 3. 11/24/2015 Executive Session
- 4. 12/8/2015 Executive Session

For Release – Executive Sessions:

3/28/2012	10/8/2013	3/10/2015	6/23/2015
7/24/2012	9/30/2014	3/24/2015	
10/23/2012	12/9/2014	5/26/2015	
4/23/2013	2/3/2015	6/9/2015	

10. 8:35PM

**Board Reports/Updates**

11. 8:40PM

**Town Manager’s Report**

- 1. Introduce the Town’s Social Media accounts.
- 2. Notification of MMA’s Annual Business Meeting on Sat. Jan. 23, 2016, at 10:15AM in the Hynes Convention Center in Boston - designate the town manager as the voting representative for the town.
- 3. Announce successful audit for year ending June 30, 2015.
- 4. Request to approve the following contracts:
  - a. Letter of Agreement with Northern Middlesex Council of Governments (NMCOG) for District Local Technical Assistance (DLTA) IX program regarding an Affordable Housing Production Plan, Multifamily Zoning – Phase II, and the Community Compact project for 12 North Main Street redevelopment.
  - b. Stormwater Management Master Plan contract with Tighe & Bond, Inc. not to exceed \$29,400.00.

- c. Audit agreement with Melanson Heath letter for FYs 2016 to 2018.

12. 8:50PM      **Correspondence**

13. 8:55PM      **Adjournment**

**Board of Selectmen  
Correspondence  
January 12, 2016**

**Outgoing Correspondence:**

13.01	12/22/15	Letter to Massachusetts Association Health Boards regarding Mass in Motion grant
13.02	12/24/15	Letter to Massachusetts Housing Finance Agency regarding Graniteville Woods Cost Examination
13.03	01/05/15	Letter to abutters regarding perchlorate update at 1/12/2016 BoS meeting
13.04	1/08/2016	Letter of thanks to Jay Ash, Secretary of Housing and Economic Development

**Incoming Correspondence:**

13.04	12/21/15	Verizon Fios Customer notice
13.05	12/23/15	Letter from Stantec: Groundwater Monitoring Reporting Year 2015
13.06	12/28/15	Letter regarding MMA Annual Meeting January 22 and 23 <sup>rd</sup> 2016
13.07	12/28/15	Letter from the United States Small Business Administration
13.08	12/28 /15	LIP LAU Approval – Beaver Brook Village
13.09	12/28/15	Underwater Inspection Report of 8/7/15 for the Beaver Brook bridge
13.10	12/30/15	Memorandum from Planning Board regarding possible Zoning Amendments
13.11	12/23/15	Letter regarding Massachusetts Historic Commission 2016 Preservation Awards Competition
13.12	01/06/15	Engagement Letter from Melanson Heath
13.13	01/05/16	MassDEP Notice of Environmental Sampling of 169 Plain Road

*If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact  
Greg Johnson 978-692-5501 extension 1 or email to [gregjohnson@westfordma.gov](mailto:gregjohnson@westfordma.gov).*



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**Selectman Peraner-Sweet announced Town Center Traffic and Parking Committee public forum scheduled for Jan. 13, 2016 at 7:00PM in the meeting room at the Millenium School.**

5. 7:35PM **Receive status update on perchlorate remediation from Woodard & Curran, Inc. - Andrea Eagan, Project Manager**
6. 8:00PM **Consider exercising Right of First Refusal on Drew Gardens, 66-68 Boston Road -Ebi Masalehdan**

**Voted 5-0 not to exercise Right of First Refusal and to execute the agreement with Ebi Masalehdan.**

7. 8:20PM **Old/New Business**

- BoS signed the mylar.**
1. Approve and sign mylar drawings for Aldrich Lane Street Acceptance.  
*- Melissa Robbins (not attending)*
  2. Notification of KENO license applications:  
**No action taken.**

- a. Littleton Road Liquors, 439 Littleton Road (for KENO To Go)
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- 3. Request from the Affordable Housing Committee to appointment Nancy Wimberg, with a term expiring June 30,2017, and Chris Pude, with a term expiring June 30, 2016.
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- |            |           |           |           |
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10. 8:35PM **Board Reports/Updates**

11. 8:40PM **Town Manager’s Report**

**Town Manager Ross announced the Perron’s stopped by with pictures of the Graniteville Fire Station rehabilitation – BoS will add to a future agenda.**

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Plan, Multifamily Zoning – Phase II, and the Community Compact project for 12 North Main Street redevelopment.

- Approved 5-0** {
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