

1. Agenda

Documents:

[2016.04.26AGENDA.PDF](#)

2. With Action Taken

Documents:

[2016.04.26WITH ACTION TAKEN.PDF](#)

3. Revised Agenda

Documents:

[2016.04.26REVISED AGENDA.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, April 26, 2016

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM      **Executive Session**  
To conduct contract negotiations for the chief of police as an open meeting may have a detrimental effect on the town's bargaining position
2. 7:30PM      **Call to Order**
3. 7:31PM      **Pledge of Allegiance**
4. 7:32PM      **Open Forum/FAQ/Announcements**
  1. Recognize contributions of Pranav Mulpur to the town for donating the balance of his campaign account to the general fund and for community involvement through volunteerism and service with the Parks and Recreation Department      *–Arun and Sudha Mulpur, father and mother*
  2. Announce Memorial Day 2016 events, including parade on May 29th beginning at noon      *–Terry Stader, Veterans Service Officer*
5. 7:35PM      **Request approval of the Complete Streets policy as presented by the Pedestrian Safety Committee**      *–Chris Barrett, Chairman*
6. 7:40PM      **Public Hearing - Violation of M.G.L Ch. 138 §34 – Sale of Alcoholic Beverages to a Person Under 21 Years of Age**  
SP Liquors Corporation (DBA Westford Package Store) – 175 Littleton Road  
*–Chirag Patel, co-owner*  
*–Mark Chambers, Captain, Westford PD*  
*–Sergeant Marchand, WPD Court Prosecutor*
7. 7:50PM      **Request by Nabnasset Lake Country Club, Inc., to change directors on their M.G.L. Chapter 12 All Alcoholic Beverages Club license**  
*–Patty Dubey, Assistant Town Clerk*
8. 7:55PM      **Presentation of intention for the re-use of Graniteville Quarry**  
*–Felix A. Perriello, Vice President / Principal Scientist, Alliance Environmental Group Inc.*

9. 8:15PM      **Requests from the 12 North Main Street Task Force:**  
 1. Request approval of contract to American Environmental Inc. for asbestos abatement and selective demolition in the amount of \$109,000  
 2. Report on the evaluation on reuse and request for authorization to develop request for proposals for mixed use development  
*-Jane Hughes, Task Force Chairman*
10. 8:30PM      **Request to approve next steps to produce options for the Roudenbush reconstruction project**  
*-Jodi Ross, Town Manager*  
*-Donald W. Mills, Mills Whitaker Architects LLC*
11. 8:45PM      **Old/New Business**  
 1. Request from Town Clerk to appoint election officers for term to expire July 31, 2016  
 2. Consider release of Drew Gardens property appraisal
12. 8:50PM      **Consent Agenda- Request to approve the following**  
Banner Request  
 Event: Memorial Day  
 Organizer: Veterans Services Office, Town of Westford  
 Applicant: Terry M. Stader, Veterans Services Officer  
 Event Date: May 29, 2016  
 Banner Dates: May 22 to June 1, 2016  
 Banner Placement: J.V. Fletcher Library
- Town Common and Bandstand Request  
 Event: Memorial Day  
 Organizer: Veterans Services Office, Town of Westford  
 Applicant: Terry M. Stader, Veterans Services Officer  
 Event Date: May 29, 2016  
 Event Times: 8:00AM to 2:00PM
- Street Closure Request  
 Event: Memorial Day  
 Organizer: Veterans Services Office, Town of Westford  
 Applicant: Terry M. Stader, Veterans Services Officer  
 Route: Per packet material of Memorial Day event guide  
 Event Date: May 29, 2016  
 Event Times: 12:00PM to 2:00PM
- Request to Serve Alcohol in the Westford Museum  
 Event: Post-Election Party  
 Organizers: Andrea Peraner-Sweet; Scott Hazelton  
 Event Date: May 3, 2016  
 Event Times: 6:30PM to 9:30PM

13. 8:55PM           **Minutes for Approval**  
For Release  
March 8, 2016- Regular Session

For Release – Executive Sessions:

December 13, 2011   Executive Session  
January 24, 2012    Executive Session  
June 12, 2012       Executive Session  
July 2, 2012         Executive Session  
August 14, 2012     Executive Session  
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February 11, 2014   Executive Session  
July 22, 2014        Executive Session  
July 28, 2015        Executive Session  
September 22, 2015 Executive Session  
December 22, 2015  Executive Session

14. 9:00PM           **Board Reports/Updates**

15. 9:05PM           **Town Manager’s Report**

1. Request to approve next steps for leasing Recreation Department space
2. Request to determine location for Zip Trip production by WXFT FOX25 Boston on August 12, 2016
3. Update on Westford Community Gardens
4. Determine topics to be discussed at the Strategic Planning Retreat
5. Request to approve the following contracts:  
    Scott’s Tree & Landscaping for tree trimming and removal services in the amounts of \$250/hour for work, \$125/hour for trucking, and \$10/yard for debris removal

16. 9:10PM           **Correspondence**

17. 9:15PM           **Adjournment**

**Board of Selectmen  
Correspondence  
April 26, 2016**

**Outgoing Correspondence:**

16.01	4/11/16	Notice of Public Hearing for Violation of Alcohol Law
16.02	4/14/16	Letter to National Grid for vegetation damage at Lakeside Terrace

**Incoming Correspondence:**

16.03	4/08/16	Letter from L. Wyke advocating dog park
16.04	4/11/16	Comcast Xfinity digital services notice
16.05	4/11/16	FEMA letter of map amendment
16.06	4/11/16	MassDOT Stony Brook Inspection Report
16.07	4/12/16	Verizon Annual Filing CTV 200 400 Financial Statements for 2014 and 2015
16.08	4/12/16	Verizon Annual Filing Message from J Reddish
16.09	4/14/16	Department of Agricultural Resources Certificate of Appointment for Inspector of Animals
16.10	4/15/16	Verizon Fios Channel 155 change notice
16.11	4/19/16	Greater Lowell Workforce Development Board announcement
16.12	4/19/16	Greater Lowell Workforce Development Board Fiscal Year 2015 Report
16.13	4/19/16	Kopelman & Paige Amenities Agreement for the Bruce Freeman Rail Trail
16.14	4/19/16	NMCOG Meeting Notice for meeting on April 20, 2016
16.15	4/19/16	Memorial Day 2016 invite from T. Stader
16.16	4/21/16	Massachusetts Municipal Association (MMA) 2016-2017 Municipal Directory notice
16.17	4/22/16	Letter to Zoning Board of Appeals from Summer Village Board of Trustees
16.18	4/22/16	Letter to C. Gumbart from Deschenes and Farrell, P.C. regarding 540 Groton Road

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Greg Johnson 978-692-5501 extension 1 or email to [gregjohnson@westfordma.gov](mailto:gregjohnson@westfordma.gov).*



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## ACTION TAKEN

### REVISED MEETING AGENDA

Tuesday, April 26, 2016

7:00PM

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1. 7:00PM **Executive Session**  
To conduct contract negotiations for the chief of police as an open meeting may have a detrimental effect on the town's bargaining position
2. 7:30PM **Call to Order**
3. 7:31PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
  1. Recognize contributions of Pranav Mulpur to the town for donating the balance of his campaign account to the general fund and for community involvement through volunteerism and service with the Parks and Recreation Department –*Arun and Sudha Mulpur, father and mother*
  2. Announce Memorial Day 2016 events, including parade on May 29th beginning at noon –*Terry Stader, Veterans Service Officer*
5. 7:35PM **Request approval of the Complete Streets policy as presented by the Pedestrian Safety Committee** –*Chris Barrett, Chairman*  
*Approved as amended 5-0*
6. 7:40PM **Public Hearing - Violation of M.G.L Ch. 138 §34 – Sale of Alcoholic Beverages to a Person Under 21 Years of Age**  
SP Liquors Corporation (DBA Westford Package Store) – 175 Littleton Road  
–*Chirag Patel, co-owner*  
–*Mark Chambers, Captain, Westford PD*  
–*Sergeant Marchand, WPD Court Prosecutor*  
*Suspension of license on first Mondays of June, July and August approved 5-0*
7. 7:50PM **Request by Nabnasset Lake Country Club, Inc., to change directors on their M.G.L. Chapter 12 All Alcoholic Beverages Club license** –*Patty Dubey, Assistant Town Clerk*  
*Approved 5-0*
8. 7:55PM **Presentation of intention for the re-use of Graniteville Quarry**  
–*Felix A. Perriello, Vice President / Principal Scientist, Alliance Environmental Group Inc.*  
*Board expressed several concerns- continued to a future meeting*

9. 8:15PM

Approved 5-0

**Requests from the 12 North Main Street Task Force:**

1. Request approval of contract to American Environmental Inc. for asbestos abatement and selective demolition in the amount of \$109,000
2. Report on the evaluation on reuse and request for authorization to develop request for proposals for mixed use development

*-Jane Hughes, Task Force Chairman*

10. 8:30PM

Board seeking public input- resident survey suggested – will be a topic at the Strategic Planning Retreat

**Request to approve next steps to produce options for the Roudenbush reconstruction project**

*–Jodi Ross, Town Manager*

*-Donald W. Mills, Mills Whitaker Architects LLC*

11. 8:45PM

Approved 5-0

**Old/New Business**

1. Request from Town Clerk to appoint election officers for term to expire July 31, 2016

Approved 5-0

2. Consider release of Drew Gardens property appraisal

12. 8:50PM

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

Road Race/Walk - Street Closure Request

Event: Westford Road Race

Organizer: Westford Charitable Foundation

Applicant: Lori Cogliano

Event Date: Sunday, May 1<sup>st</sup>, 2016

Event Times: 2:00PM to 4:00PM

Route: Main Street, Flagg Road, Hildreth Street, Concord Road, Patten Road, Old Spring Road, Forge Village Road

Banner Request

Event: Memorial Day

Organizer: Veterans Services Office, Town of Westford

Applicant: Terry M. Stader, Veterans Services Officer

Event Date: May 29, 2016

Banner Dates: May 22 to June 1, 2016

Banner Placement: J.V. Fletcher Library

Town Common and Bandstand Request

Event: Memorial Day

Organizer: Veterans Services Office, Town of Westford

Applicant: Terry M. Stader, Veterans Services Officer

Event Date: May 29, 2016

Event Times: 8:00AM to 2:00PM

Street Closure Request

Event: Memorial Day

Organizer: Veterans Services Office, Town of Westford

Applicant: Terry M. Stader, Veterans Services Officer

Route: Per packet material of Memorial Day event guide

Event Date: May 29, 2016

Event Times: 12:00PM to 2:00PM

Approved 5-0  
subject to  
public safety  
recommendations

Approved 5-0  
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Request to Serve Alcohol in the Westford Museum  
Event: Post-Election Party  
Organizers: Andrea Peraner-Sweet; Scott Hazelton  
Event Date: May 3, 2016  
Event Times: 6:30PM to 9:30PM

13. 8:55PM

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14. 9:00PM

**Board Reports/Updates**

Permanent Town Building Committee will meet on May 9, 2016, to recommend a new architect firm for the design of the Center Fire Station and Combined Dispatch Center for the Board of Selectmen’s consideration on May 10, 2016

15. 9:05PM

**Town Manager’s Report**

Approved 5-0 to  
issue two RFPs }  
Approved 5-0 for the  
Town Common }

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**Correspondence**

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