



TOWN OF WESTFORD  
BOARD OF SELECTMEN

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

## **ACTION TAKEN**

### **MEETING AGENDA**

Tuesday, January 10, 2017

7:15PM

Town Hall, Meeting Room, 55 Main Street

1. 7:15PM **Call to Order**
2. 7:16PM **Executive Session:**  
To discuss strategy with respect to litigation in the matter of Michael Donnelley, Judith Consentino, James Coven, Craig Galipeau, Michael Greeley, Marielaina Lorrey, Alan Nakashian-Holsberg, John Pecora, and Laurence Sweeney v. Westford Zoning Board of Appeals, Newport Materials LLC, 540 Groton Road LLC, and the Town of Westford, et al., as an open session may have a detrimental effect on the litigating position of the town
- Return to Open Session**
3. 7:30PM **Pledge of Allegiance**
4. 7:31PM **Open Forum/FAQ/Announcements**
  1. Recognize Westford Firefighter/Paramedic John Tuomi and Groton Fire Lieutenant Jim Crocker for their extraordinary actions at the Patriots game on December 24, 2016
  2. Recognize Police Officer Joseph Walker for over 32 years of service in the Westford Police Department
  3. **Patty Dubey, Assistant Town Clerk, announced the availability of nomination papers in the Town Clerk's Office for the upcoming local elections to be held May 2, 2017. Nomination papers are due back March 14, 2017.**
5. 7:35PM **Consider request from School Committee to seek FY18 operational override for the purpose of teacher salary adjustments**

*-Tom Clay, School Committee*  
*-Bill Olsen, Superintendent of Schools*

**Approved 4-1  
DS opposed** To add a placeholder to the Annual Town Meeting warrant to supplement the School Department's FY18 operating budget for the purpose of funding teacher salary adjustments
6. 8:05PM **Request from the Franco American Club, 55 Prescott Street, to change the directors on their All Alcohol Club License**

**Approved 5-0**

7. 8:10PM           **Old/New Business**  
 1. Discuss receipt of petition to hold a Special Town Meeting and set date for Meeting  
 Approved 5-0       **Set date for Special Town Meeting to be held February 6, 2017**  
 Approved 5-0       2. Request to accept \$5,000 donation from Logan Data, Inc. for the purposes of the Westford Job Seekers Network
8. 8:15PM           **Consent Agenda- Request to approve the following:**  
Town Common and Bandstand Request  
 Event: Tree Lighting  
 Applicant: Lynne McEwan, Westford Girl Scouts  
 Date: November 26, 2017  
 Times: 3:00PM to 6:00PM  
 Approved 5-0
9. 8:20PM           **Minutes for Approval**  
For Release  
 Approved 5-0 → November 15, 2016- Regular Session  
 → November 18, 2016- Regular Session
10. 8:25PM           **Board Reports/Updates**
11. 8:30PM           **Town Manager's Report**  
 Approved 5-0       1. Request to approve the final wording of the 2017 Board of Selectmen / Town Manager Goals  
 Approved 5-0       2. Request to approve FY18 Pay Classification Plan (for non-union employees)  
 Approved 5-0       3. Request to approve the following contracts:  
     a. Odyssey Advisors to provide a General Accounting Standards Board (GASB) 45 Valuation as of July 1, 2016 for the fiscal year ending June 30, 2017 in the amount of \$8,900  
     b. Scott's Tree & Landscape Inc. at \$87 and \$82/hour (depending on vehicle used) and Travis Abbott at \$70/hour for snow plowing and snow removal  
     c. MDM Transportation Consultants, Inc. for supplemental traffic monitoring services for the Commerce Way driveway serving 540 Groton Road in the amount of \$15,300 paid for by Newport Materials  
     d. Yule Development Co., Inc. for the lease of office and programming space for the Parks, Recreation, and Cemetery Departments in Building 18 of the former Courier/ RR Donnelley Printing Facility at 22 Town Farm Road for an initial 5-year period with an option for five 1-year periods in the amount of \$3,000 per month
12. 8:35PM           **Correspondence**
13. 8:40PM           **Adjournment**

**Board of Selectmen  
Correspondence  
January 10, 2017**

**Outgoing Correspondence:**

12.01      12/19/16      Letter to Pattie Pichette, Exec. Dir. Roudenbush Community Center regarding notice of temporary removal due to renovations

**Incoming Correspondence:**

12.02      12/08/16      Message from Pat Savage, Dir. of Recreation Dept., regarding impact of minimum wage increase

12.03      12/09/16      Update letter from J. Silverstein, KP Law, regarding Conway et al v Planning Board et al

12.04      12/09/16      *Resource* Issue 1, Fall 2016, from Westford Water Dept.

12.05      12/12/16      Copy of Municipal Defendants' Motion to Dismiss from J Silverstein, KP Law, regarding Amos et al v Town of Westford et al

12.06      12/12/16      Notice of Motion to Dismiss from J. Silverstein, KP Law, regarding Amos et al v Town of Westford

12.07      12/12/16      Agenda for meeting of Lowell Regional Transit Authority on Dec. 15, 2016

12.08      12/12/16      Announcement of Round 23 of the Massachusetts Preservation Projects Fund grant program from the Massachusetts Historical Commission

12.09      12/12/16      Notice of Meeting of the Northern Middlesex Council of Governments for Dec. 14, 2016

12.10      12/12/16      Request for donations to the Roudenbush Community Center

12.11      12/12/16      *Resource* Issue 1, Fall 2016, from Westford Water Dept.

12.12      12/14/16      Notice of Chapter 40 B Subsidized Housing Inventory from the Dept. of Housing and Community Development

12.13      12/14/16      Copy of letter to Ruth Saulnier for sale of 11 Sandstone Road from Paul Teixeira, Exec. Dir. of the Westford Housing Authority

12.14      12/15/16      Summons for Gauntlett v Ross for Zoning Appeal at the Trial Court of Massachusetts, Superior Court

12.15      12/16/16      Letter of thanks for support of fire at 323 King Street, Littleton, from Scott Wodzinski, Fire Chief of Littleton

12.16      12/18/16      Message from Diane Holmes regarding Division of Local Services refusal for opinion on Agricultural Preservation Restriction

12.17      12/19/16      Letter from Constellation Energy regarding turnover from ConEdison Solutions

12.18      12/19/16      National Bridge Inspection Standards bridge inspection report for Beaver Brook Road

12.19      12/19/16      Reminder of Municipal Emergency Reporting Procedure from Xfinity Comcast

12.20      12/20/16      Order setting briefing schedule on summary judgement motion(s) in the case of Donnelley et al v Zoning Board of Appeals et al

12.21      12/20/16      Announcement of Westford Historic House Tour on June 10, 2017

12.22      12/22/16      Answer of Purported Trustee Town of Westford and Affidavit of Tax

		Collector from James McLaughlin, KP Law, in the case of Discover Bank v Haslam et al
12.23	12/27/16	Wetlands Protection Act Notice to abutters at Greystone Pond off Russell's Way
12.24	12/27/16	Housing Production Plan 2017-2021, Town of Westford
12.25	12/28/16	Notice of Appearance from J. Silverstein, KP Law, regarding the Town of Chelmsford et al v Newport Materials, LLC et al
12.26	12/28/16	Affidavit of Service for Gauntlett et al v Ross et al
12.27	12/28/16	Notice of Appearance from J. Silverstein, KP Law, in the case of Gauntlett et al v Ross et al
12.28	12/30/16	Independent Accountants' Review Report for the Westford Ambulance Fund, Inc. for FY 15 and 16 from Shaheen, Pallone & Associates
12.29	12/30/16	First Amended Compliant in the case of Gauntlett et al v Ross et al
12.30	12/30/16	Message from Jennifer Davis, 61 Brookside Road, to the Office of the Attorney General Maura Healey regarding an Open Meeting Law Complaint
12.31	12/30/16	Massachusetts Municipal Association Annual Business Meeting Information
12.32	12/30/16	<i>Chamber View</i> newsletter for Winter 2016 from the Nashoba Valley Chamber of Commerce
12.33	12/30/16	Letter from Tallage, LLC investment company regarding tax title sales
12.34	12/30/16	<i>Newsline</i> newsletter from UMass Lowell for December 2016
12.35	01/03/17	Clean Harbors informational notice of hydraulic oil release at 10 Technology Park Drive
12.36	01/03/17	Approval of the town's 5-year Housing Production Plan by the Dept. of Housing and Community Development
12.37	01/04/17	Council on Aging Newsletter for Jan./Feb. 2017
12.38	01/04/17	Documents pursuant to Superior Court Rule 9A in the case of Amos et al v Town of Westford et al from J. Silverstein, KP Law
12.39	01/05/17	Office of the Attorney General letter in receipt of open meeting law complaint by Ilona Lapkisa
12.40	01/05/17	Office of the Attorney General letter in receipt of open meeting law complaint by Uri Blumenthal
12.41	01/05/17	Invitation to Town Officials Breakfast by the Nashoba Valley Technical School District
12.42	01/05/17	Notice to emergency official of natural gas pipeline safety from National Grid
12.43	01/05/17	Notice to public official of natural gas pipeline safety from National Grid
12.44	12/30/16	<i>Municipal Advocate</i> volume 28, no. 4
12.45	12/30/16	<i>The Beacon</i> January 2017

*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.*