



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 14, 2020

7:30PM

Town Hall, Meeting Room, 55 Main Street

1. 7:30PM **Call to Order**
2. 7:30PM **Pledge of Allegiance**
3. 7:32PM **Open Forum/FAQ/Announcements**

Recognition of Fire Captain Jim Barrett for 38 years of service on the Westford Fire Department

  - **Selectman Hazelton announced that the Annual Westford Academy Art Club Calendars are available at Westford Academy**
  - **Selectman Kost presented to the Concord League of Women Voters Westford's capital planning process, which was met with enthusiasm as Concord does not currently have any procedure**
  - **Selectman Clay thanked Nancy Cook for organizing the First Responders' dinner and said it was a tremendous event**
  - **Chairman Almeida said the Board is aware of the changes at WestfordCAT as Selectman Clay is their liaison and they will be discussing at their next meeting on 1/28**
  - **Chairman Almeida thanked everyone for attending the 12/17 budget presentation meeting and appreciates all community input. She stated joint BoS/FinCom budget meetings will be held on the next 4 Thursdays and the school budget will be discussed on 1/30**
4. 7:35PM **Public Hearing**

Examine complaints received regarding a potential nuisance/dangerous dog located at 9 Dana Drive and consider enforcement action in accordance with Massachusetts General Law Chapter 140 Section 157

*– Dan Hurd, Animal Control Officer*

**Voted 5-0 to direct Assistant Town Manager Heideman to work with Town Counsel to draft an agreement between the Haley family and the town that sets forth the conditions imposed by the Board regarding the Haley's dog Hazel. Conditions to include the following:**

  1. **Keep Hazel leashed at all times when legally required (town bylaw),**
  2. **When the dog is required to be legally leashed, she must also wear a basket muzzle, and**
  3. **Hazel must be walked by an adult capable of safely controlling the animal.**

**Public hearing is continued to the next meeting on 1/28 at 7:50PM**

5. 7:50PM **Public Hearing**  
Request to approve a change of officers and beneficial interest of a M.G.L. c.138 §12 All Alcohol Restaurant License at 99 Restaurants of Boston, LLC, d/b/a 99 Restaurant, 333 Littleton Road  
**Approved 5-0**

6. 8:05PM **Annual Town Meeting – Saturday, March 28, 2020**  
Vote intention of laying out Jennie Richards Road as a town way at the Annual Town Meeting, and refer to the Planning Board for a non-binding recommendation  
*– Paul Starratt, Town Engineer*  
**Approved 5-0**

7. 8:15PM **Old/New Business**

- i. Tobias Bluestein, student at Westford Academy and member of Sunrise Westford request to discuss the National Green New Deal  
**The Board suggested a resolution at ATM and for Tobias to work with the Energy Committee and Assistant Town Manager Heideman on language**
- ii. Update from the 12 North Main Street Task Force on the disposition of the anodizing mill property and discuss next steps  
**The Board supported the Task Force using a portion of the \$182,000 CPC appropriation to procure the services of a structural engineer to conduct a structural assessment for the entire mill building to identify which, if any, portions could be restored based on the their current level of deterioration. Services to include providing cost estimates for both the potential partial (1) demolition / restoration or, (2) complete demolition of the site. The Board also supported concurrently moving forward with the Phase II Site Assessment to be funded through the Mass Development Grant.**
- iii. Reschedule the Board of Selectmen meeting currently scheduled on December 15, 2020  
**The Board changed the December meeting schedule to meet on 12/8/20 and 12/22/20**

8. 8:40PM **Consent Agenda- Request to approve the following**

- i. Banner Request:  
Event: Westford Youth Baseball and Softball League Registration  
Applicant: Andrew Jones  
Dates: Friday, February 21, 2020 to Monday, March 2, 2020  
Location: J.V. Fletcher Library
- ii. Banner Request:  
Event: Learn to Row  
Applicant: Westford Community Rowing  
Dates: Saturday, May 30, 2020 to Tuesday, June 9, 2020  
Location: J.V. Fletcher Library

**Approved 5-0**

9. 8:45PM **Minutes for Approval**  
For Release

- December 11, 2019 – Regular Session

**Approved 5-0**

10. 8:50PM **Board Reports/Updates**

11. 8:55PM

**Town Manager's Report**

- i. Request from the Council on Aging to accept a grant in the amount of \$3,700 to support their Aging Mastery and transportation programs awarded from the 2020 Emerson Hospital Awards Program
- ii. Request from the Cemetery Department to accept a grant in the amount of \$4,275 for cemetery equipment to improve personnel safety from the Massachusetts Interlocal Insurance Association
- iii. Request from the 12 North Main Street Task Force to accept a grant in the amount of \$64,500 for an environmental site assessment at 12 North Main Street from the Brownfields Redevelopment Fund awarded from MassDevelopment
- iv. Request approval of the following:
  - a. Contracts:
    - i. Pathfinder Tree Service, LLC for on-call tree removal/maintenance related services as requested by the Highway Department, for the hourly rates as provided on the quote form included in the packet
    - ii. T.J. Ogden Co., Inc. for the installation of one irrigation well located at Hill Orchard in the amount of \$19,986.71 as requested by the Conservation/Resource Planner
    - iii. Simcox Appraisal for appraiser services for the Moore Road, Oakhill Road, and Plain Road Improvement Project in the amount of \$30,000 as requested by the Engineering Department
  - b. Purchase Orders:
    - i. Tessco, Inc. for 2,600 feet of 1 ¼" of coaxial cable in the amount of \$14,558.34 as requested by the Water Department
    - ii. Colonial Municipal Group for the purchase of a 2020 Chevrolet Tahoe, and two 2020 Ford Explorers in the total amount of \$124,533 as requested by the Police Department

Approved 5-0

12. 9:00PM

**Correspondence**

13. 9:05PM

**Adjournment**

**Board of Selectmen  
Correspondence  
January 14, 2020**

**Incoming Correspondence:**

IC 01	11/20/19	National Brain Tumor Society letter regarding 26 <sup>th</sup> Annual Boston Brain Tumor Ride
IC 02	12/05/19	Notice of Appearance for A. Alexander Weisheit and Jonathan M. Silverstein on behalf of Westford Conservation Commission, et. al
IC 03	12/13/19	Stantec Consulting Services Inc. Notice Relative to Routine Water Quality Monitoring at the Former Westford Landfill
IC 04	12/13/19	Massachusetts Department of Environmental Protection Notice of Environmental Sampling
IC 05	12/16/19	Saint Catherine Parish Letter Thanking Police Chief Tom McEnaney
IC 06	12/16/19	Notice of Appearance of Counsel on Behalf of Westford Planning Board
IC 07	12/19/19	Stantec Consulting Services Inc. Landfill Gas Monitoring 4 <sup>th</sup> Quarter 2019 Update
IC 08	12/20/19	MassDevelopment Approval of Brownfields Site Assessment Recoverable Grant
IC 09	12/20/19	Nashoba Valley Technical School District's Invitation to Town Officials Breakfast
IC 10	12/23/19	David Hedison Update on the Helena Crocker Residences
IC 11	12/27/19	Wayne Wagner Jr.'s Resignation Letter from the Commission on Disability
IC 12	12/29/19	Alan Bugos Update Regarding the Westford Recycling Commission's Fiscal Year 2019 Trash and Recycling Statistics and Data Analysis
IC 13	01/01/20	Verizon Fios TV Content Update
IC 14	01/03/20	MassDOT Notice Relative to Recent Legislature Approval
IC 15	01/03/20	MMA Regarding the Annual Business Meeting and Trade Show
IC 16	01/03/20	NMCOG Request for Proposals for 13 <sup>th</sup> Round of District Local Technical Assistance Funds
IC 17	01/03/20	Xfinity Notice Relative to Transitions in Contact
IC 18	01/06/20	MA Office on Disability Denial of Planning Grant Application for Fiscal Year 2020

**Outgoing Correspondence:**

OC 01	12/18/19	Notice to Waste Management Relative to Dissatisfaction in Performance
OC 02	12/19/19	Letter to .Gov Domain Registration Relative to Authorization of Westford-ma.gov Domain
OC 03	12/23/19	Letter to .Gov Domain Registration Relative to Authorization of Westfordma.gov Domain

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