



TOWN OF WESTFORD
BOARD OF SELECTMEN

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

REVISED

MEETING AGENDA

Tuesday, January 24, 2017

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Call to Order**
2. 7:01PM **Executive Session**
To consider the purchase of land and a Conservation Restriction on land associated with 46 Lowell Road as an open meeting may have a detrimental effect on the negotiating position of the town

Return to Open Session

3. 7:30PM **Pledge of Allegiance**
4. 7:31PM **Open Forum/FAQ/Announcements**
5. 7:35PM **Request approval of recommendations for traffic safety improvements including signs placement and lowering the speed limit on Griffin Road**
-Betty Jo Cannistraro
-Athena Rodrigues
6. 7:55PM **Requests for action from the Engineering Department**
-Paul Starratt, Town Engineer
 1. Request approval of Order of Taking for the purpose of making Clare Circle a public way
 2. Request for comments on the Complete Streets Preliminary Plans and authorization to prepare constructions plans
7. 8:00PM **Special Town Meeting – February 6, 2017**
Review and vote on the Citizen Petition article, [including review and vote on alternative language to be presented through motion:](#)

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|-----------|---|-------------------------|
| ARTICLE 1 | Amend General Bylaw Chapter 33: Legal Affairs | <i>Citizen Petition</i> |
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8. 8:30PM **Annual Town Meeting – March 25, 2017**
 1. Review draft warrant articles including citizens' petitions
 2. Provide direction regarding proposed town common bandstand accessibility improvements

3. Discuss funding of Roudenbush rehabilitation project
4. Consider options regarding Recreational Marijuana bylaw
5. Consider request from School Committee to seek FY18 operational override for the purpose of teacher salary adjustments
6. Vote to close the warrant

9. 9:30PM **Old/New Business**

10. 9:35PM **Consent Agenda- Request to approve the following
Banner Request**

Event: Food Truck Festival / Westfest / Health Fair

Organizer: Aunties Sweet Shop, Westfest

Applicant: Lisa Cohen

Event Dates: May 6, 2017

Banner Dates: April 29 to May 9, 2017

Banner Location: J.V. Fletcher Library

Event: Special Town Meeting announcement

Organizer: League of Women Voters, Westford

Applicant: Leslie Vieth

Event Date: February 6, 2017 starting at 7:30PM at the Abbot School

Banner Dates: January 30 to February 9, 2017

Banner Location: First Parish Church

Event: Youth Baseball and Softball registration

Organizer: Westford Youth Baseball and Softball

Applicant: Nate Frazee

Event Dates: Registration closes at end of March

Banner Dates: January 25 to February 4, 2017

Banner Location: J.V. Fletcher Library

Street Closure Request

Event: Food Truck Festival, Westfest, Health Fair

Organizer: Lisa Cohen, Aunties Sweet Shop, 7 Kylemore Drive

Date: May 6, 2017

Times: 11:00AM to 4:00PM

Streets: Vicinity of Fisher Way

Charity Bike Ride Request

Boston Brain Tumor Ride, Sunday May 21, 2017, hosted by the National Brain Tumor Society

Bike MS: Minuteman Ride, July 15, 2017, hosted by the National Multiple Sclerosis Society, Greater New England Chapter

11. 9:40PM

Minutes for Approval

For Release

December 13, 2016- Regular Session

December 22, 2016- Regular Session

Not For Release

November 18, 2016- Executive Session

January 10, 2017- Executive Session

12. 9:45PM

Board Reports/Updates

13. 9:50PM

Town Manager's Report

1. Request to appoint Eric Heideman as acting town manager from February 14th through 22nd, 2017 with no appointing authority
2. Request approval of letter in support for "Efficiency and Regionalization Grant Program" related to the Cross Town Connect Community Compact
3. Request to approve the following contracts:
 - a. Onyx Corporation for the Main Street Transportation and Water Distribution Improvement Project in the amount of \$2,875,323.70
 - b. Amended contract with TEC, Inc. for Main Street Transportation and Water Distribution Improvement project to include Construction Administration in the amount of \$147,520
 - c. Amended contract with TEC, Inc. for the Complete Streets project to include Construction Administration in the amount of \$10,000

14. 9:55PM

Correspondence

15. 10:00PM

Adjournment

**Board of Selectmen
Correspondence
January 24, 2017**

Incoming Correspondence:

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| C 01 | 1/09/17 | Request for Proposals for the tenth round of District Local Technical Assistance (DLTA) funds through the Northern Middlesex Council of Governments (NMCOG) |
| C 02 | 1/09/17 | Notice of receipt of Open Meeting Law Complaint by Jennifer Davis from the Office of the Attorney General |
| C 03 | 1/10/17 | Letter from Robin Main, attorney with Hinckley, Allen & Snyder, LLP Regarding the Board of Health and Newport Materials, LLC |
| C 04 | 1/10/17 | Letter from Ellen Allen, Mass. Selectmen's Association, regarding annual business meeting at Mass. Municipal Association Annual Meeting & Trade Show |
| C 05 | 1/10/17 | Save the Date for MBTA Advisory Board meeting scheduled for Jan. 30, 2017 |
| C 06 | 1/11/17 | Invitation to 3 rd Annual Hospitality Reception from KP Law |
| C 07 | 1/12/17 | Westford Economic Development Committee 2017 Work Plan |
| C 08 | 1/12/17 | Roudenbush Community Center catalog Winter 2017 |
| C 09 | 1/17/17 | M3 Quarterly Fall 2016 Bay State Roads publication |
| C 10 | 1/17/17 | Invitation to Circle Health Ball for Community Health Initiatives |
| C 11 | 1/17/17 | Notice of meeting of Northern Middlesex Council of Governments to be held Jan. 18, 2017 |
| C 12 | 1/18/17 | Announcement of National Park Service's Freedom's Way Hidden Treasures May 2017 |
| C 13 | 1/17/17 | Citizens' Petition regarding Agricultural Preservation Restriction "3" at 66 Boston Road |
| C 14 | 1/17/17 | Citizens' Petition regarding additional all alcohol on premises license located at 66-68 Boston Road |
| C 15 | 1/20/17 | Citizens' Petition regarding additional all alcohol on premises license located at 22 Town Farm Road |
| C 16 | 1/24/17 | Citizens' Petition regarding additional all alcohol on premises license located at 0 Littleton 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.*