



TOWN OF WESTFORD
BOARD OF SELECTMEN

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

ACTION TAKEN
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

Voted 5-0 to utilize remaining funds appropriated for the Pedestrian Safety Committee (PSC) projects, subject to approval of the PSC, or capital funding if needed, to conduct a Road Safety Audit of Griffin Road, and to place "closed to through traffic" signs at each end of the road

6. 7:55PM **Requests for action from the Engineering Department**
-Paul Starratt, Town Engineer
- Approved 5-0**
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

Approved 5-0 with PSC and Town Center Parking & Traffic Study Committee input

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:

ARTICLE 1	Amend General Bylaw Chapter 33: Legal Affairs	<i>Citizen Petition</i>
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Voted 5-0 to support amended motion

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
Voted 5-0 to not support replacing the “shorty lift” but hire a maintenance company to do regular maintenance to the lift
 3. Discuss funding of Roudenbush rehabilitation project
Voted 5-0 to recommend to the Community Preservation Committee to fund the project to greatest extent possible
 4. Consider options regarding Recreational Marijuana bylaw
Voted 5-0 to remove article from warrant and defer until October 2017
Special Town Meeting
 5. Consider request from School Committee to seek FY18 operational override for the purpose of teacher salary adjustments
 6. Vote to close the warrant
- Approved 5-0

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

Approved 5-0
Subject to Public Safety
Recommendations

Approved 5-0
Subject to Public Safety
Recommendations

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

Approved 4-0-1

For Release

DS abstained

December 13, 2016- Regular Session

Approved 3-0-2

December 22, 2016- Regular Session

DS, MK abstained

Not For Release

Approved 5-0

November 18, 2016- Executive Session

Approved 5-0

January 10, 2017- Executive Session

12. 9:45PM

Board Reports/Updates

13. 9:50PM

Town Manager's Report

Approved 5-0

1. Request to appoint Eric Heideman as acting town manager from February 14th through 22nd, 2017 with no appointing authority

Approved 5-0

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:

Approved 5-0

- 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:

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
C 17	1/24/17	Citizens' Petition regarding special legislation to establish a means tested senior citizen property tax exemption

*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.*