



**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, February 12, 2019

7:30 PM

Town Hall, Meeting Room, 55 Main Street

1. 7:30 PM **Call to Order**
2. 7:30 PM **Pledge of Allegiance**
3. 7:32 PM **Open Forum/FAQ/Announcements**
4. 7:35 PM **Public Hearing – Pole Petition - Request from National Grid and Verizon, job no. 26029111, to move poles 42, 43, 44 and 45 and permission to lay and maintain underground laterals, cables and wires in the public way on Dunstable Road for the purpose of making connections with such poles and buildings for distribution purposes**  
*Paul Pellegrini – National Grid*
5. 7:40 PM **Public Hearing - Request for a change of manager on an MGL Chapter 138, Section 12 all alcoholic beverages license to Thomas Crowshaw at Evviva Cucina LLC, dba Evviva Trattoria, 7 Cornerstone Square.**  
*Thomas Crowshaw, proposed manager*
6. 7:45 PM **Public Hearing - Request for change of directors on an MGL Chapter 138, Section 12 all alcoholic beverages club license at Franco-American Club, 55 West Prescott Street by Randall Medley**  
*Randall Medley, manager*
7. 7:50 PM **Discuss next steps on Westford Town Center Planning**  
*Elizabeth Almeida*
8. 8:05 PM **Annual Town Meeting – March 23, 2019**
  1. Set order of articles
  2. Review and make recommendations on the following articles:

<b>ARTICLE 1:</b>	<b>Accept Town Reports</b>	<i>Town Manager</i>
<b>ARTICLE 13:</b>	<b>Appropriate Chapter 90 Local Transportation Funds for Roadway Maintenance</b>	<i>Town Manager</i>
<b>ARTICLE 15:</b>	<b>Adopt the Provisions of Chapter 159 of the Acts of 2000 to Set the Minimum Personal Property Assessment at \$10,000</b>	<i>Board of Assessors</i>

<b>ARTICLE 16:</b>	<b>*Placeholder: Adopt the Special Legislation as Approved by the General Court Authorizing the Town of Westford to establish a Real Property Exemption for Disabled Persons</b>	<i>Board of Selectmen</i>
	*Town Meeting or ballot vote and implementation date	
<b>ARTICLE 17:</b>	<b>*Placeholder: Adopt the Special Legislation as Approved by the General Court Authorizing the Town of Westford to Establish a Means Tested Senior Citizen Property Tax Exemption</b>	<i>Board of Selectmen</i>
	*Town Meeting or ballot vote and implementation date	
<b>ARTICLE 18:</b>	<b>Authorize Board of Selectmen to Accept Easements</b>	<i>Board of Selectmen</i>
<b>*ARTICLE 19:</b>	<b>Authorize the Board of Selectmen to Amend the Agricultural Preservation Restriction at 66-68 Boston Road to Allow the Construction of a Restaurant</b>	<i>Citizen's Petition</i>
<b>*ARTICLE 20:</b>	<b>Establish a Policy to Limit the use of Artificial Lights at Recreational Spaces from Dusk to 10PM</b>	<i>Citizen's Petition</i>
<b>*ARTICLE 21:</b>	<b>Require the Town to Publicly Bid the Development Rights of 66-68 Boston Road in Accordance with MGL 184 Chapter 30B Section 16</b>	<i>Citizen's Petition</i>
<b>ARTICLE 22:</b>	<b>Add Delinquent Fire Box Alarm Fees to Tax Bills</b>	<i>Town Manager</i>
<b>*ARTICLE 23:</b>	<b>Amend Section 58 of the Town Bylaws to Establish New Requirements and Limitations for the Possession and Consumption of Alcohol on any Public Property</b>	<i>Citizen's Petition</i>
<b>*ARTICLE 24:</b>	<b>Amend Chapter 1 of the Town Bylaws: Penalties for Violating Bylaws and Regulations</b>	<i>Citizen's Petition</i>

\* The discussion of these articles will be grouped by topic

9. 9:05 PM      **Old/New Business**
1. Consider next steps for 35 Town Farm Road property
  2. Consider the trash and recycling group's recommendations regarding collection policies for trash and recycling pick up
  3. Consider entering into a Memorandum of Understanding with the School Committee, Finance Committee and Town Manager regarding supplemental funding for FY 20
  4. Request to appoint Terry Ryan to the Lowell Regional Transit Authority for a term expiring on June 30, 2021

10. 9:25 PM      **Consent Agenda- Request to approve the following**  
**Town Common Permit**
1. Event: Easter Sunrise Service & Easter Egg Hunt  
Applicant: First Parish Church United  
Date: April 21, 2019  
Times: 7:00 AM to 1:00 PM

2. Event: Annual bike and sporting goods sale  
Applicant: Barbara Anderson, BSA Troop 437  
Date: April 27, 2019  
Times: 7:00 AM to 3:00 PM
3. Event: Religious Education Picnic  
Applicant: First Parish Church United  
Date: June 9, 2019  
Times: 11:30 to 1:30 PM
4. Event: 44<sup>th</sup> Annual Strawberries 'N Arts Festival  
Applicant: First Parish Church United  
Date: June 15, 2019  
Times: 6:00 AM to 5:00 PM
5. **Banner Request**  
Event: Annual bike and sporting goods sale  
Applicant: Barbara Anderson, BSA Troop 437  
Location: First Parish Church  
Dates: April 20, 2019 to April 29, 2019
6. Event: 44<sup>th</sup> Annual Strawberries 'N Arts Festival  
Applicant: First Parish Church United  
Dates: June 8, 2019 to June 18, 2019  
Location: First Parish Church

11. 9:30 PM

**Minutes for Approval**

1. January 22, 2019 – Regular Session

Not for release

2. December 11, 2018 – Executive Session
3. January 22, 2019 – Executive Session

12. 9:35 PM

**Board Reports/Updates**

13. 9:40 PM

**Town Manager's Report**

1. Update on FY 20 amended Town Manager recommended budget
2. Consider approving the expenditure of \$80,000 of Summer Village mitigation funds. \$60,000 for the design and construction of the Forge Pond Beach improvements – Phase I and \$20,000 for court resurfacing at Greystone Basketball, Captain Hamilton, and Forge VFW [Planning Board voted to recommend at their January 28, 2019] (Contract #1)
3. Request from WestfordCAT to sign Memorandum of Understanding with Verizon New England Inc. for revised service and encoders
4. Discuss Open House for Roudenbush Community Center on March 9<sup>th</sup> at 2pm
5. Determine Selectmen liaisons to participate in upcoming collective bargaining negotiations

6. Request approval of the following contracts:
  - i. Weston & Sampson for the purpose of: design, engineering, and permitting services associated with Forge Pond Beach improvements in the amount of \$82,000.
  - ii. Weston & Sampson to prepare an Emergency Action Plan for the Westford Depot dam in the amount of \$5,800
  - iii. Northern Middlesex Council of Governments (NMCOG) for professional staff support under the District Local Technical Assistance (DLTA) XII program to continue work on updating the Economic Development section of the Town's Master Plan and providing information about MGL chapter 40R - Smart Growth
  - iv. Accept a Greater Lowell Community Foundation 2018 Discretionary Grant for helping meet unmet transportation needs of older adults in the amount of 4,000

14. 9:50 PM      **Correspondence**

15. 9:55 PM      **Adjournment**

**Board of Selectmen  
Correspondence  
February 12, 2019**

**Outgoing Correspondence:**

OC 01	1/28/19	Letter to abutters of Dunstable Road
OC 02	1/30/19	Regional letter to National Grid
OC 03	2/07/19	Letter to Bob Jefferies

**Incoming Correspondence:**

IC 03	1/09/19	MassDOT – Small Bridge Inspection Report
IC 04	1/14/19	Xfinity – International Package Update
IC 05	1/14/19	NMCOG Agenda 1/16/19
IC 06	1/15/19	KP Law – Roy W. Philbrick v. Town of Westford
IC 07	1/16/19	Letter regarding error on Vendors part in sending out the 2019 Census
IC 08	1/22/19	KP Law – John Conway and Regina Conway v. Town of Westford Planning Board
IC 09	1/23/19	Stantec Groundwater Monitoring
IC 10	1/24/19	LRTA Agenda 1/24/19
IC 11	1/24/19	KP Law – Reinstatement and Release of Covenants -Hummingbird Ln
IC 12	1/25/19	Letter from Diane Hendriks regarding Ebrahim Masaledhan presentation at Bamboo
IC 13	1/28/19	Enel – Lowell Hydroelectric Project (FERC No. 2790-072) Filing of the Revised Study Plan
IC 14	1/29/19	Central Massachusetts Mosquito Control Project Form SRB-1
IC 15	1/29/19	Verizon Fios Programming Change 3/1/19
IC 16	1/30/19	Comcast Form 500
IC 17	1/31/19	Verizon Form 500
IC 18	1/29/19	Xfinity PEG capital payment
IC 19	2/04/19	Novick & Meyers regarding Ms. Kathleen F. Fossey
IC 20	2/05/19	<i>Non-binding</i> Planning Board recommendation for acceptance of Shannon Circle as a public way
IC 21	2/05/19	June 30, 2018 Audited Financial Statements
IC 22	2/06/19	Flyer – Paddock Estates at Boxborough 40B affordable program
IC 23	2/04/19	Letter from Bob Jefferies regarding meeting at Bamboo

*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).*