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:

<table>
<thead>
<tr>
<th>ARTICLE  1:</th>
<th>Accept Town Reports</th>
<th>Town Manager</th>
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<tbody>
<tr>
<td>ARTICLE 13:</td>
<td>Appropriate Chapter 90 Local Transportation Funds for Roadway Maintenance</td>
<td>Town Manager</td>
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<tr>
<td>ARTICLE 15:</td>
<td>Adopt the Provisions of Chapter 159 of the Acts of 2000 to Set the Minimum Personal Property Assessment at $10,000</td>
<td>Board of Assessors</td>
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**ARTICLE 16:** *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*

*Town Meeting or ballot vote and implementation date*

**Board of Selectmen**

**ARTICLE 17:** *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*

*Town Meeting or ballot vote and implementation date*

**Board of Selectmen**

**ARTICLE 18:** Authorize Board of Selectmen to Accept Easements

**Board of Selectmen**

**ARTICLE 19:** Authorize the Board of Selectmen to Amend the Agricultural Preservation Restriction at 66-68 Boston Road to Allow the Construction of a Restaurant

**Citizen’s Petition**

**ARTICLE 20:** Establish a Policy to Limit the use of Artificial Lights at Recreational Spaces from Dusk to 10PM

**Citizen’s Petition**

**ARTICLE 21:** Require the Town to Publicly Bid the Development Rights of 66-68 Boston Road in Accordance with MGL 184 Chapter 30B Section 16

**Citizen’s Petition**

**ARTICLE 22:** Add Delinquent Fire Box Alarm Fees to Tax Bills

**Town Manager**

**ARTICLE 23:** Amend Section 58 of the Town Bylaws to Establish New Requirements and Limitations for the Possession and Consumption of Alcohol on any Public Property

**Citizen’s Petition**

**ARTICLE 24:** Amend Chapter 1 of the Town Bylaws: Penalties for Violating Bylaws and Regulations

**Citizen’s Petition**

* 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: 44th 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: 44th 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 9th 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
## 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 | Non-binding 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.*