



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, February 28, 2017

7:30PM

Town Hall, Meeting Room, 55 Main Street

Selectman Scott Hazelton was absent

1. 7:30PM **Call to Order**
2. 7:31PM **Pledge of Allegiance**
3. 7:32PM **Open Forum/FAQ/Announcements**
 1. Recognize Michael Croteau for his 34 years of service to the town of Westford in the Fire and Police Departments
 2. Congratulate the Westford Academy Girls' Swim and Dive Team for winning the Massachusetts Interscholastic Athletic Association (MIAA) Division 1 State Championships -*Caitlin Klick, Coach*
4. 7:35PM **Joint meeting with Board of Health to discuss response to Newport Materials letter, status of legal funds, and joint appointment to fill vacant position on Board of Health until May 2, 2017 Town Election**
Voted 4-0 to appoint Joanne Belanger Board of Health to return on 03/14/2017
5. 7:45PM **Commonwealth of Massachusetts – Update on Fiscal Year 2018 Budget**
To be rescheduled -Senator Eileen Donoghue and Representative James Arciero
6. 8:05PM **Receive status report and request for direction from the Dog Park Task Force**
*-Edie Fruscione, Co-Chair
-Katelyn Olson, Co-Chair*
Suggested to work with Town Manager and Water Commissioners to review proposed sites and report back to Selectmen
7. 8:10PM **Annual Town Meeting – March 25, 2017**
Voted 3-1 to leave Article 13 on warrant (DS opposed)

Approved 4-0 1. Sign warrant
2. Review and vote on the following articles with the Finance Committee:

ARTICLE 13:	Request for Proposition 2 ½ Override to Fund Teacher Salaries (Placeholder)	<i>Board of Selectmen</i>
	<i>Continued to 03/02/2017 to be discussed at Joint Meeting with Finance Committee</i>	

ARTICLE 23: Voted to recommend 4-0	Authorize Board of Selectmen to Accept Easements	<i>Board of Selectmen</i>
ARTICLE 24: Voted to recommend 4-0	Authorize Board of Selectmen to Acquire Easements Groton Road and Oak Hill Road Intersection Improvement Project	<i>Board of Selectmen</i>
ARTICLE 25: Voted to Recommend 4-0	Authorize Board of Selectmen to Acquire Easements for the Plain Road Sidewalk Project	<i>Board of Selectmen</i>
ARTICLE 26: Voted to recommend 4-0	Authorize Board of Selectmen to Acquire Easements for the Concord Road Sidewalk Project	<i>Board of Selectmen</i>
ARTICLE 27: Voted to recommend 4-0	Transfer Custody of Parcels on Acton Road, Tyngsboro Road and Cowdry Hill Road from the Tax Possession Sales Committee to the Conservation Commission	<i>Tax Possession Sales Committee</i>
ARTICLE 19: Voted to recommend 4-0 dismissal of article	Authorization for the Board of Selectmen to Amend the Agricultural Preservation Restriction Recorded with Middlesex North District Registry of Deeds in Book 10124, Page 169 (“APR 3”) for Property located at 66-68 Boston Road, Westford <i>-Paul Alphen, attorney for property owner</i> Possible vote concerning terms of property owner’s requested amendments to APRs and potential development agreement; review updated “plans”, discussion and possible vote to reconvene Drew Farm Task Force and to define its role; and discuss whether to seek additional legal opinion	<i>Citizens’ Petition</i>
ARTICLE 20: Voted to recommend 4-0 dismissal of article	Authorization for the Board of Selectmen to petition the General Court for one (1) additional all alcohol on premises license to be exercised by Westford Gateway, LLC located at 66-68 Boston Road, Westford	<i>Citizens’ Petition</i>

8. 9:10PM **Old/New Business**

No action taken - position will be left on ballot as advised by Michelle K. Tassinari, Director and Legal Counsel, State Elections Division

1. Request to remove expiring Housing Authority seat from upcoming election due to changes in Massachusetts law which requires the fourth seat to be filled by a tenant of the Westford Housing Authority and elected by the tenants

Approved 4-0

2. Request from the Healthy Westford Committee to appoint the following individuals with terms to expire June 30, 2018:

}	Michelle Collett	Parks and Recreation Department	as full member
	Joy Felicani	Parks and Recreation Department	as alternate
	Jeffrey Stephens	Health Department	as full member

Approved 4-0

3. Request to approve acceptance of gift to the Conservation Commission in the amount of \$317.50 from unused donations for the Eagle Scout project of Luke Giacalone

9. 9:15PM

Consent Agenda- Request to approve the following

Banner Request

Event: Westford Road Race
Applicant: Lori Cogliano
Banner Location: Abbot School
Banner Dates: April 30 to May 7, 2017

Street Closure Request

Event: Westford Road Race
Applicant: Lori Cogliano
Event Dates: May 7, 2017
Closure times: 12:00PM to 5:00PM
Affected streets: Main St., Depot St., Hildreth St., Lincoln St., Forge Village Rd., Graniteville Rd., Concord Rd., some secondary streets

Town Common Request

Event: Westford Road Race
Applicant: Lori Cogliano
Date: May 7, 2017
Times: 9:00AM to 5:00PM

Town Common Request

Event: Annual Bike and Sporting Goods Sale Fundraiser
Applicant: Scott Parr, Boy Scout Troop 437
Date: April 29, 2017
Times: 7:00AM to 3:00PM

Special License Request

Event: Boston Marathon Fundraiser
Applicant: Jill Longo, 20 Magnolia Drive
Location: St. Mark's Episcopal Church, 75 Cold Spring Road
Event Dates: March 2, 2017
Event Times: 6:00PM to 9:00PM

Charity Wine License

Charity Name: Acton Cooperative School
Applicant: Curran Schiefelbein, Chairperson
Type of license: Charity Wine Auction License
Event Location: Westford Regency, 219 Littleton Road
Event Date: April 29, 2017

Approved 4-0
subject to
public safety
recommendations

10. 9:20PM

Minutes for Approval

For Release

Approved 4-0 {
January 24, 2017 - Regular Session
February 6, 2017 - Regular Session

Not For Release

Approved 4-0 {
February 6, 2017 - Executive Session

11. 9:25PM

Board Reports/Updates

Selectman Ross reported that Westford Cable Access Television (WCAT) requests support in execution of a Memorandum of Understanding (MOU) with the Communications Advisory Committee (CAC)

-Selectmen directed the Town Manager to send a request to CAC

12. 9:30PM

Town Manager's Report

1. Discuss the current lease with The Roudenbush Community Center, Inc. (TRCCI) and the letter received by TRCCI requesting lease payment reductions and extension to lease agreement

Selectmen supported reduction in lease payments pending Town Meeting approval of the rehabilitation project

2. Request to approve the following agreements:

Approved 4-0

- a. Massachusetts Housing Partnership for a Chapter 40B Technical Assistance Grant to receive consultant services worth \$10,000 to review the proposed development known as "2 Robbins Road"
- b. Trinity EMS, Inc. for mutual Advanced Life Support ambulance service support with the Westford Fire Department at a rate of \$250 per call

13. 9:35PM

Correspondence

14. 9:40PM

Adjournment

**Board of Selectmen
Correspondence
February 28, 2017**

Outgoing Correspondence:

C 01 2/22/17 Letter to Parish Center for the Arts regarding special license requirements for one-day alcohol availability at public events

Incoming Correspondence:

C 02 2/10/17 Notice of Meeting for Northern Middlesex Council of Governments (NMCOG) for Feb. 15, 2017

C 03 2/10/17 Notice of Claim regarding damage to Verizon property dated Jan. 7, 2017

C 04 2/14/17 Certificates of Insurance from Westford Community Access Television (WestfordCAT)

C 05 2/14/17 Draft 2016 Financial Statements of Westford Community Access Television, Inc.

C 06 2/16/17 Letter from Paul Alphen regarding loam on property at 66 Boston Road

C 07 2/17/17 UMass Lowell Newslines for February 2017

C 08 2/21/17 Meeting notice for Lowell Regional Transit Authority (LRTA) meeting on February 23, 2017

C 09 2/21/17 Xfinity letter regarding drop of Esquire channel

C 10 2/23/17 Letter from Elizabeth Almeida regarding Drew Garden property

C 11 2/23/17 Council on Aging Newsletter for March 2017

*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.*