



TOWN OF WESTFORD
BOARD OF SELECTMEN

TOWN HALL
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Action Taken

EMERGENCY MEETING OF THE BOARD OF SELECTMEN

MEETING AGENDA

Tuesday, March 17, 2020

7:00PM

Meeting will be held remotely-details are below

1. 7:00PM **Call to Order**
2. 7:00PM **Open Forum/FAQ/Announcements**
3. 7:05PM **Consider declaring a Local State of Emergency due to the Coronavirus, or COVID-19, public health situation in Massachusetts, and implement associated actions, policies and procedures related to helping to contain the spread of the virus**
 - **BoS would like all committees and boards to continue their work as much as possible, while meeting virtually. IT Staff has software to share but may not be available to assist with every meeting**
 - **The board directed the Parks, Grounds, and Recreation Department to not allow sport teams to play on town fields through 4/7, in accordance with Governor Baker's limit of 10 people congregating at a time, and with concern for public safety. This will be reevaluated at the 4/7 BoS meeting**
 - **BoS would like to consider opening the Westford Community Gardens and will continue their discussion at their 3/24 meeting**
 - **Approved 5-0 to delay Annual Town Meeting to Saturday, May 2, 2020**
 - **The board will discuss seeking to postpone the Annual Town Election on 3/24**
 - **Board of Health (BoH) shared their actions and are developing policies for the challenges ahead. They are updating their website often. The town is coordinating town-wide emergency response supplies**
 - **Selectman Clay asked the BoH to research other communities which have recently been faced with the spread of COVID-19, like New Rochelle, NY, Seattle, and others, to understand what actions took place and were effective**
 - **Approved 5-0 to declare a Local State of Emergency. While this does not impose additional restrictions per say, this will provide guidance to residents as to the seriousness of the situation, and may aid in receipt of state or federal relief grants that may become available**
 - **Town Manager Ross announced that the public may call 211, the MA Coronavirus Help Line**

- **The Town Manager stated the town will insure our local emergency management radio is broadcasting, which may be found at 1630 AM**
- **The Town Manager's Newsletter will be posted shortly and will contain information relative to the town's response to Coronavirus and town operations**
- **Next BoS meeting is March 24, 2020 at 7PM**
- **The BoS plans to meet virtually every Tuesday at 7PM thereafter until further notice**

4. **Adjournment**

Three options available to access the Board of Selectmen meeting remotely:

1. Register to watch the meeting through the GotoWebinar website at:
<https://attendee.gotowebinar.com/register/2132000730857657357>
After registering, you will receive a confirmation email.
There are basic instructions on how to use GoToWebinar available at:
<https://www.youtube.com/watch?v=IQ3Xwwgbd8Y>
2. WCAT will be broadcasting the meeting live on channels 9 (Comcast) and 34 (Verizon). They also will be streaming the video online. Please see their website for more details:
<https://www.westfordcat.org/>
3. You may call in and listen on any phone (landline or cellphone) by dialing (415) 655-0052 and using meeting code 465-929-416