



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, March 21, 2017

7:30PM

Town Hall, Meeting Room, 55 Main Street

1. 7:30PM **Call to Order**
2. 7:31PM **Pledge of Allegiance**
3. 7:32PM **Open Forum/FAQ/Announcements**
 - a. Andrea Peraner-Sweet announced a reminder that the Annual Town Meeting will be March 25, 2017, starting at 10:00AM at the Abbot School gymnasium
 - b. Andrea Peraner-Sweet recognized public safety and highway personnel that responded to the latest storm and all other incidents over the past month.
 - c. Robin Main, attorney with Hinckley, Allen & Snyder LLP, addressed a cease and desist letter in regards to the Board of Health and Newport Materials LLC and 540 Groton Road LLC. Andrea Peraner-Sweet offered to add the discussion as an item to an upcoming Board of Selectmen meeting agenda with the Board of Health present.
 - d. Juliette Mount asked that George Fletcher be recognized for his service to the town. Andrea Peraner-Sweet announced that a memorial service is scheduled for March 26, 2017, at 2:00PM at the All Saints Church, Chelmsford, MA.
4. 7:35PM **Public Hearing**

Approved 5-0 Request to approve the transfer of a Massachusetts General Law Chapter 138 Section 15 Wine and Malt package store license from Beer Geek, LLC, doing business as Craft Beer Cellar to Sinina, Inc., doing business as Craft Beer Cellar, 142 Littleton Road *-Thomas Truax, attorney*
5. 7:40PM **Joint meeting with School Committee and Town Moderator to appoint one member to the Nashoba Valley Technical High School District Committee**

-Ellen Harde, Town Moderator
Ronald Deschenes appointed

6. 7:50PM **Discussion regarding deposit of loam on 66 Boston Road**
-Paul Alphen, attorney for property owner
 Approved 5-0 Directed that before additional materials are brought onto property, a fully detailed agricultural plan must be provided to the Board of Selectmen in order to get the land ready to farm. The plan should be specific to Agricultural Preservation Restrictions #1 and #2, and APR #3 separately.

7. 8:05PM **Annual Town Meeting – March 25, 2017**
1. Moderator request to discuss setting a “time certain” for Articles 13, 19 and 20
-Ellen Harde, Town Moderator
 2. Selectmen to take position on Articles 19 and 20

<p>ARTICLE 19: 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</p> <p>Voted not to recommend 5-0</p>	<p><i>Citizens’ Petition</i></p>
<p>ARTICLE 20: 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</p> <p>Voted not to recommend 4-0-1 DS abstained</p>	<p><i>Citizens’ Petition</i></p>

3. Selectmen discuss wording and vote on any proposed ballot questions

8. 8:30PM **Old/New Business**
1. Memo from Board of Health regarding status of legal funds and request to retain balance for Newport Materials issues
 Voted 4-1 (DS opposed) that no further funds will be expended until meeting with the Selectmen on March 28, 2017, unless within the parameters established by the Selectmen at their meeting November 18, 2016.
 - Approved 5-0 2. Request from the Bylaw Review Committee to appoint Jean Croteau with a term to expire June 30, 2017, and Joan Croteau with a term to expire June 30, 2019
 - Approved 5-0 3. Request from Town Clerk to appoint election officers for terms to expire July 31, 2017

9. 8:35PM **Consent Agenda- Request to approve the following**
Street Closure Request
 Event: Apple Blossom Parade
 Organizer: Rick McNeil, Westford Kiwanis
 Date: May 13, 2017
 Times: 10:00AM to 1:00PM
 Streets closed: Main Street, Graniteville Road, Depot Street at Abbot School
- Approved 5-0

10. 8:40PM **Minutes for Approval**
For Release

- Approved 5-0 February 14, 2017 – Regular Session
- Approved 4-0-1 February 28, 2017 – Regular Session
as amended (SH abstained)
- Approved 4-0-1 March 8, 2017 – Regular Session
(DS abstained)

11. 8:45PM **Board Reports/Updates**

12. 8:50PM **Town Manager’s Report**

1. Report on the Town Farm survey and seek direction from the board on parameters of a new request for proposals for the disposition of Town Farm property
Town Manager Ross will seek advice from Town Counsel in regards to rights for easement versus ownership on property
2. Report the submission of Green Communities Grant application for 2017 and final report for 2016
3. Inform the board of plans for film production by Paramount Pictures for *Daddy’s Home 2*
4. Announce commencement of Main Street transportation and water distribution improvement project planned for April 2017
5. Request to approve the following contracts:
 - a. The town of Carlisle’s Fire Department for backup and mutual aid ambulance service support with the Westford Fire Department
 - b. Essex County Fire Chief’s Association to be appointed as municipal hearing officer under Massachusetts General Law Chapter 148A
 - c. MySchoolBucks for a Merchant Agreement to facilitate school fee payments

Approved 5-0

13. 8:55PM **Correspondence**

14. 9:00PM **Adjournment**

**Board of Selectmen
Correspondence
March 21, 2017**

Outgoing Correspondence

C 01	3/6/17	Green Community Competitive Grant 2016 Final Report
C 02	3/6/17	Green Communities Grant Application 2017

Incoming Correspondence:

C 03	2/24/17	Memorandum from Denise Pigeon, Superintendent of Nashoba Valley Technical School District (NVTSD), of expiring membership on NVTSD Committee for Ronald Deschenes
C 04	2/27/17	Letter from Marilyn Hilliard, Risk Analysis Branch Chief, Federal Emergency Management Agency (FEMA) Region 1, regarding Risk Mapping, Assessment and Planning (MAP) program for the Merrimack Watershed Discovery Report
C 05	2/28/17	E-Mail from Marylynn Gentry, Exec. Director, Massachusetts Land Trust Coalition (MassLand), regarding materials related to 2017 Annual Town Meeting Warrant articles
C 06	2/28/17	Letter from Marylynn Gentry, Exec. Director, MassLand, regarding 2017 Annual Town Meeting Warrant articles related to agricultural preservation restrictions for 66-68 Boston Road
C 07	2/28/17	Memorandum from Marylynn Gentry, Exec. Director, MassLand, regarding agricultural preservation restrictions for 66-68 Boston Road
C 08	3/01/17	National Bridge Inspection Standards Bridge Inspection Report from Massachusetts Dept. of Transportation (MassDOT) for ST 40 Groton Road / Keyes Brook
C 09	3/01/17	Letter from Ronald Deschenes regarding consideration for membership with Nashoba Valley Technical School District Committee
C 10	3/02/17	Message from Paul Alphen, attorney for property owner at 66 Boston Road, in response to Board of Selectmen's questions concerning cultivation of land at property
C 11	3/02/17	Letter from Marylynn Gentry, Exec. Director, Massachusetts Land Trust Coalition, regarding the Drew Gardens APR issue
C 12	3/02/17	Letter from Rick Green, Chairman of the Board, Massachusetts Fiscal Alliance, regarding failed amendments to local aid budgetary procedures
C 13	3/03/17	Letter from Jonathan Sclarsic, Assistant Attorney General, Director, Division of Open Government, Office of the Attorney General, in response to Open Meeting Law Complaints received from residents Uri Blumenthal, et al. against the Board of Selectmen and Planning Board
C 14	3/06/17	Stantec Consulting Services, Inc., Landfill Gas Monitoring report for 1 st Quarter 2017
C 15	3/07/17	Massachusetts Municipal Association, The Beacon for March 2017
C 16	3/06/17	Westford Academy Last Night newsletter for March 2017
C 17	3/07/17	Dam Safety Order to Conduct a Phase 1 Inspection at Nabnasset Pond Dam from the Massachusetts Department Conservation and Recreation

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| C 18 | 3/07/17 | Dam Safety Order to Conduct a Phase 1 Inspection at Stony Brook Dam from the Massachusetts Department Conservation and Recreation |
| C 19 | 3/07/17 | Letter from Katharine Klein, KP Law, regarding amendment to memorandum of ground lease/ Westford Housing Authority for 67 Tadmuck Road |
| C 20 | 3/08/17 | Cease and Desist letter from Orestes G. Brown, of Metaxas Brown Pidgeon, LLP, to Robin Main, of Hinckley Allen & Snyder, LLP, regarding counsel to Newport Materials, LLC, and the Board of Health |
| C 21 | 3/08/17 | Comcast notice of channel drop for channel 966 |
| C 22 | 3/08/17 | Letter from Timothy Harrison, Treasurer, Nashoba Valley Technical School District, regarding assessment to town for Fiscal Year 2018 |
| C 23 | 3/09/17 | Letter from Douglas Muir of Garrity, Levin and Muir LLP, to William and Marian Harman, regarding legal opinion on amendment to Agricultural Preservation Restrictions at 66 Boston Road |
| C 24 | 3/17/17 | Letter from Robin Main, Hinckley Allen & Snyder LLP, in response to cease and desist letter dated March 7, 2017, from Board of Health's attorney regarding Newport Materials |

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.