



TOWN OF WESTFORD  
**SELECT BOARD**

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

**Action Taken**

**MEETING AGENDA**

Tuesday, March 22, 2022

6:30 PM

Meeting will be held virtually, link to access the meeting is below

1. 6:30 PM **Call to Order**
2. 6:30 PM **Joint Executive Session with the Board of Health**
  - i. To conduct strategy sessions in preparation for negotiations with both non-union and union personnel related to a request to restructure the Health Department, as an open session may have a detrimental effect on the town's bargaining position
  - ii. **Executive Session**

To discuss executing potential settlement agreements with AmerisourceBergen, Cardinal Health, and McKesson ("Distributors") and Janssen/Johnson & Johnson ("J&J") relative to allocating opioid settlement funds, as an open session may have a detrimental effect on the town's litigation position
3. 7:00 PM **Return to Open Session**
4. 7:00 PM **Pledge of Allegiance**
5. 7:02 PM **Open Forum/FAQ/Announcements**
  - **SB Chair Peraner-Sweet congratulated Assistant Town Clerk Andy Sherman and his wife Laura on the birth of their son**

Recognition of Westford Academy's Ghost Robotics Team 3565 on qualifying to compete in the FIRST Robotics Massachusetts State Championship
  - **SB Chair Peraner-Sweet thanked Manny Manolopoulos and Warren Adam for their service on the Nashoba Valley Technical School Committee**
  - **SB Member Hazelton announced the Fire Training Facility Project was reviewed by the Planning Board this past Monday and was approved**
  - **School Committee Chair Chris Sanders announced a second virtual event, "Restorative Westford: Community Circle" will be held on Thursday, March 24, at 7:00 PM and welcomes residents to participate. To register, please use the following link: <https://tinyurl.com/WestfordCircle>**
  - **He also announced a joint event with Westford and Wayland, "Diversity Town Hall" will be held on Tuesday, March 29, at 7:00 PM at the First Parish in Wayland. For more information or to virtually watch, please visit the following link: [Westford-Wayland Diversity Town Hall](#)**
  - **Westford residents Cathy Creed, 10 Vose Hill Road and Meredith Kelly expressed their opposition to renaming Columbus Day to Indigenous Peoples Day**

6. 7:05 PM **Consent Agenda – Request to approve the following:**
- i. Special License and Public Entertainment on Sunday License:  
 Event: Golf Ball Drop Fundraiser  
 Applicant: Sandra Habe on behalf of Westford Rotary and Good Pickin’ Farm  
 Location: Good Pickin’ Farm, 5 Gould Road  
 Dates: April 24, 2022  
 Time: 12:00 PM to 4:00 PM  
**Approved 5-0 subject to public safety recommendations**
7. 7:10 PM **Joint meeting with the School Committee and Town Moderator to discuss the composition change of the Nashoba Valley Technical School Committee in accordance with the most recent town census causing a decrease in membership to reflect one full member and one alternate member and consider appointing one alternate member for a 3-year term effective April 1, 2022 and expiring March 31, 2025:**  
**Moderator Harkness asked for the appointment vote:**
- a. Noel Almeida (**Cunningham, Hazelton, Peraner-Sweet, Zheng**)
  - b. Alicia Mallon (**Clay, Clear, Miller, Sanders, Tonakarn-Nguyen, Young**)  
**Kelly abstained**
8. 7:25 PM **Consider recommendation from the Diversity, Equity and Inclusion Committee to rename Columbus Day to Indigenous Peoples Day in the town of Westford – Eric Barber-Mingo and Mamatha Jagannathan, Co-Chairs, Diversity, Equity and Inclusion Committee**  
**Approved 5-0 to bring DEI’s recommendation forward as a ballot question on the September 6<sup>th</sup> election and continue discussion to the next SB meeting on April 12<sup>th</sup> to determine how to best provide opportunities for community input**
9. 7:45 PM **Consider entering a Development Agreement with the Hanover Company to support an affordable housing project at 250 Littleton Road through the Local Initiative Program – Steve Dazzo, Hanover Company, and Jeff Morrisette, Director of Land Use Management**  
**Approved 5-0 to authorize planning staff and Town Counsel to prepare a draft Development Agreement with the Hanover Company that supports developing an Affordable Housing Project at 250 Littleton Road through the Local Initiative Program**
10. 8:05 PM **Old/New Business**
- i. Request from the Westford Housing Authority to sign a Local Initiative Program Affordable Housing Deed Rider for the property located at 6 Cooper’s Way, Unit 19, Westford, MA – Lisa Larrabee, Executive Director, Westford Housing Authority  
**Approved 5-0**
  - ii. Request to disband the Merrill Quarry Task Force  
**Approved 5-0**
11. 8:10 PM **Board Reports/Updates**

12. 8:15 PM **Minutes for Approval**  
For Release – Regular Session

- February 8, 2022
- February 22, 2022
- March 3, 2022
- March 8, 2022

**Approved 5-0**

Not for Release – Executive Session

- February 22, 2022

**Approved 5-0**

13. 8:20 PM **Town Manager’s Report**

- i. Request to accept two gifts from Cummings Properties each in the amount of \$1,000 to be used for the area of greatest need, as requested by the Police and Fire Departments
- ii. Request approval of the following:
  - a. Purchase Orders:
    1. Presidio for network segmentation work in the amount of \$14,000, as requested by the Technology Department
    2. From the Roudenbush Lease Expense Account:
      - a. Industrial Boiler & Mechanical Services, LLC for boiler feed tank and necessary re-piping in the amount of \$6,454.15, as requested by the Facilities Department
  - b. Contracts:
    1. Department of Public Health for the purchase of personal protection equipment, cleaning and disinfecting supplies, air filters and other costs associated with the prevention of the spread of COVID-19 in the amount of \$350,000, as requested by the Health Department  
**with contract to be signed by the Town Manager**
    2. Millennium Maintenance & Power Sweeping, Inc., for town-wide street sweeping services for one additional year in the amount of \$50,521.15, as requested by the Department of Public Works
    3. New England Storm Water Management LLC for town-wide catch basing cleaning services for one additional year in the amount of \$19.25 per catch basin cleaned and \$75 per hour for catch basin cleaning by clam shell method, as requested by the Department of Public Works
    4. Request to terminate the agreement with the North Middlesex Area Emergency Planning Committee and join the Greater Lowell Regional Emergency Planning Committee, as requested by the Fire Department

**Approved 5-0**

14. 8:25 PM **Correspondence**

15. 8:30 PM **Adjournment**

**Options available to access the Select Board meeting virtually:**

1. Register to watch the meeting through Zoom: [https://westfordma.gov.zoom.us/webinar/register/WN\\_26LCB113S4SbusTEQEmpWQ](https://westfordma.gov.zoom.us/webinar/register/WN_26LCB113S4SbusTEQEmpWQ). After registering, you will receive a confirmation email.
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: [www.westfordcat.org](http://www.westfordcat.org).

*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).*

**Select Board  
Correspondence  
March 22, 2022**

**Incoming Correspondence:**

IC 01	03/02/2022	Massachusetts Department of Transportation Notice of Chapter 90 Local Transportation Aid Funding for Fiscal Year 2023
IC 02	03/03/2022	Fios TV Channel Guide
IC 03	03/03/2022	Department of Housing and Community Development Notice Regarding Approved Funding for the Helena Crocker Residences
IC 04	03/03/2022	Fios TV Programming Change
IC 05	03/08/2022	Division of Standards Notice of Nonrenewal of Weights and Measures Contract
IC 06	03/09/2022	Xfinity Notice of TV Services Changes

**Outgoing Correspondence:**

OC 01	03/10/2022	Abutters Notices Regarding M.G.L. c.90 §17C
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