



**TOWN OF WESTFORD  
BOARD OF SELECTMEN**

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



**MEETING AGENDA**  
Tuesday, March 31, 2020  
6:30PM

Meeting will be held virtually- instructions are below

1. 6:30PM **Call to Order**
2. 6:30PM **Executive Session**  
To discuss bargaining strategies with the Office and Professional Employees International Union and the Communication Workers of America, as an open session may have a detrimental effect on the town's bargaining position
3. 7:00PM **Pledge of Allegiance**
4. 7:02PM **Update for community on Coronavirus (COVID-19) situation and impact on residents of town operations during this period**
  - i. Consider postponing the Annual Town Election in accordance with Senate Bill No. 2608, An Act granting authority to postpone 2020 municipal elections in the commonwealth and increase voting options in response to the declaration of emergency to respond to COVID-19
  - ii. Discuss proposed House Bill No. 4572, An Act to address challenges in town governance resulting from COVID-19
5. 7:45PM **Minutes for Approval**  
Regular Session – For Release
  - January 28, 2020
  - February 11, 2020
  - February 25, 2020
  - March 10, 2020
6. 7:50PM **Board Reports/Updates**
7. 7:55PM **Town Manager's Report**
8. 8:00PM **Correspondence**
9. 8:05PM **Adjournment**

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

1. Register to watch the meeting through the GotoWebinar website at:  
<https://attendeegotowebinar.com/register/1394585770123555339>. After registering, you will receive a confirmation email.

There are basic instructions on how to use GoToWebinar available at:  
[www.youtube.com/watch?v=IQ3Xwwgbd8Y](http://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:  
[www.westfordcat.org](http://www.westfordcat.org).
3. You may call in and listen on any phone (landline or cellphone) by dialing (213) 929-4212 and using meeting code 792-332-870

**Board of Selectmen  
Correspondence  
March 31, 2020**

**Incoming Correspondence:**

IC 01	03/24/20	Boot Hydropower, LLC's Lowell Hydroelectric Project Process Plan
IC 02	03/24/20	National Grid service update relative to the Coronavirus
IC 03	03/24/20	St. Catherine - St. Vincent de Paul Golf Tournament postponement
IC 04	03/24/20	Xfinity TV update

**Outgoing Correspondence:**

OC 01	03/23/20	Village at Mystery Spring HUD Review
OC 02	03/25/20	Intention to Terminate to WestfordCAT
OC 03	03/26/20	Thank you letters to donors
OC 04	03/27/20	Thank you letter to Nancy Cook

*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).*