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://attendee.gotowebinar.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.

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.

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:
<table>
<thead>
<tr>
<th>IC</th>
<th>Date</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>IC 01</td>
<td>03/24/20</td>
<td>Boot Hydropower, LLC's Lowell Hydroelectric Project Process Plan</td>
</tr>
<tr>
<td>IC 02</td>
<td>03/24/20</td>
<td>National Grid service update relative to the Coronavirus</td>
</tr>
<tr>
<td>IC 03</td>
<td>03/24/20</td>
<td>St. Catherine - St. Vincent de Paul Golf Tournament postponement</td>
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<tr>
<td>IC 04</td>
<td>03/24/20</td>
<td>Xfinity TV update</td>
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#### Outgoing Correspondence:
<table>
<thead>
<tr>
<th>OC</th>
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</thead>
<tbody>
<tr>
<td>OC 01</td>
<td>03/23/20</td>
<td>Village at Mystery Spring HUD Review</td>
</tr>
<tr>
<td>OC 02</td>
<td>03/25/20</td>
<td>Intention to Terminate to WestfordCAT</td>
</tr>
<tr>
<td>OC 03</td>
<td>03/26/20</td>
<td>Thank you letters to donors</td>
</tr>
<tr>
<td>OC 04</td>
<td>03/27/20</td>
<td>Thank you letter to Nancy Cook</td>
</tr>
</tbody>
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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 tmma@westfordma.gov.