MEETING AGENDA
Tuesday, May 12, 2020
7:00PM

Meeting will be held virtually- instructions are below

1. 7:00 PM  Call to Order

2. 7:00 PM  Pledge of Allegiance

3. 7:02 PM  Public Hearing – Potential Nuisance/Dangerous Dogs
Examine complaints received by Carrie Powers, 4 North Street, regarding
potential nuisance/dangerous dogs located at 8 Beacon Street and consider
enforcement action in accordance with M.G.L. Ch. 140, Section 157

   – Kirsten Hirschler, Animal Control Officer
   – Gregg J. Corbo Esq., KP Law

4. 7:30 PM  Joint meeting with the School Committee and Finance Committee to
consider FY20 operating budget and capital year-end budget transfers, in
accordance with Municipal Modernization Act M.G.L. c.44, §33B (only
Board of Selectmen and Finance Committee vote required)

5. 8:00 PM  Update for the community on the COVID-19 situation and impact on
residents of town operations during this period
   i.  Update on plans relative to holding the Annual Town Election on June 30, 2020
   ii. Update on options to consider regarding holding the Annual Town Meeting on
        June 20, 2020
   iii. Request from the Fire Department to accept relief funds from the CARES Act
        Provider Relief Fund in the amount of $18,269.68 for transporting COVID-19
        patients

6. 8:15 PM  Old/New Business
   i.  Request to appoint Dongchun Wang to the Cultural Council as a full member for
       a term expiring on June 30, 2021 - Anita Tonakarn-Nguyen, Chair, Cultural
       Council
   ii. Reorganization of the Board of Selectmen

7. 8:20 PM  Consent Agenda- Requests to approve the following
    Town Common Request:
   i.  Event: 429 Westford Academy Class of 2020 senior pictures (17”x24”) to honor
       our graduating class
       Applicant: Westford Academy Administration, Principal James Antonelli
       Date: Monday, June 1, 2020 through Friday, June 5, 2020
8. 8:25PM Minutes for Approval
   Regular Session – For Release
   • April 28, 2020
   • May 5, 2020

9. 8:30 PM Board Reports/Updates

10. 8:35PM Town Manager’s Report
   i. Announce the town’s 2020 Green Communities Grant application which was prepared by Assistant Town Manager Eric Heideman and Facilities Director Paul Fox and submitted on May 1, 2020
   ii. Request from the Fire Department to accept a 500-gallon foam trailer package from Newport Materials consistent with the mitigation agreement between Newport Materials and the town of Westford
   iii. Request approval of the following:
       a. Purchase Orders:
          1. From the Roudenbush Lease Expense Account:
             a. Embree Elevator for elevator repairs at the Roudenbush Community Center, 65 Main Street in the amount of $3,672 as requested by the Facilities Department

11. 8:40 PM Correspondence

12. 8:45 PM Adjournment

**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/7055228971829254670](https://attendee.gotowebinar.com/register/7055228971829254670)
   After registering, you will receive a confirmation email.

   There are basic instructions on how to use GoToWebinar available at: [www.youtube.com/watch?v=IQ3Xwwgd8Y](https://www.youtube.com/watch?v=IQ3Xwwgd8Y).

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 by dialing (213) 929-4232 and using meeting code 816-058-505
Board of Selectmen
Correspondence
May 12, 2020

Incoming Correspondence:
IC 01 04/28/20 Comcast Extends Comprehensive COVID-19 Response Policies
IC 02 04/29/20 Verizon Mass. DTC Forms 200, 400 and Condensed Financials
IC 03 05/01/20 National Grid Notice Relative to Their Approved Yearly Operational Plan
IC 04 05/05/20 MIIA FY21 Updated Liability Forms
IC 05 05/06/20 National Grid's Update Relative to Westford Tree Fund

Outgoing Correspondence:
OC 01 04/27/20 Notice of Hearing Regarding Nuisance or Dangerous Dogs to Mussaw Family
OC 02 04/27/20 Abutters Notice of Hearing Regarding Nuisance or Dangerous Dogs
OC 03 04/27/20 Thank you letter to Ideal Block
OC 04 04/27/20 Thank you letter to Robert Roux
OC 05 05/01/20 2020 Green Communities Grant Application
OC 06 05/04/20 Thank you letter to the Carmichaels
OC 07 05/05/20 Thank you letter to the Drew Farms Men’s Over 30 Softball Team
OC 08 05/05/20 Thank you letter to Paul’s Diner

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.