



TOWN OF WESTFORD
BOARD OF SELECTMEN

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



Action Taken

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
Voted 5-0 to continue the hearing to 6/9 at 7:00 PM to receive an update from ACO Hirschler that the Mussaw family has complied with all of her recommendations
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)**
BoS Approved 5-0 all requested transfers
Finance Committee Approved 6-0 all requested transfers
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
Annual Town Election will be held as usual, with safety precautions in place at the polls. The Town Clerk's Office is encouraging mail-in voting
 - ii. Update on options to consider regarding holding the Annual Town Meeting on June 20, 2020
Continued discussion with decision regarding holding the 2020 Annual Town Meeting to be made at board's 5/26 meeting
 - 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
Approved 5-0

- 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*
Approved 5-0
 - ii. Reorganization of the Board of Selectmen
Voted 5-0 to appoint Andrea Peraner-Sweet the BoS Chair
Voted 5-0 to appoint Tom Clay the BoS Vice-Chair
Voted 5-0 to appoint Mark Kost the BoS Clerk

 - 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
Approved 5-0 subject to the Public Safety recommendations and the Parks, Grounds and Recreation Director's recommendations

 - 8. 8:25PM **Minutes for Approval**
Regular Session – For Release
 - April 28, 2020
 - May 5, 2020**Approved 5-0**

 - 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**

Approved 5-0

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>
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 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.