



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 14, 2019

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Call to Order**
2. 7:01PM **Joint Executive Session with the School Committee and the Town and School Safety Task Force to discuss the Town and School Facilities and Procedures Security Risk Assessment Report and develop strategies with respect thereto if the Chairs declare an open session may have a detrimental effect on municipal operations.**

**Selectman Peraner-Sweet arrived at 7:11PM**

3. 8:00PM **Pledge of Allegiance**

4. 8:02PM **Open Forum/FAQ/Announcements**

- Congratulate Matthew Anderson of the Boy Scouts of America Troop 159 for earning the rank of Eagle Scout
- Recognition of Michael J. Green for his 20 years of service as a member of the Planning Board. He has also served on the Master Plan Committee, Master Plan Implementation Committee, Pedestrian Safety Committee, Land Use Priorities Committee and the Regional Recreation Trail Committee
- **Selectman Almeida attended the Bridging Ceremony of the Westford Girls Scouts who received gold and silver awards for several projects and asked if they might be invited to a future Board of Selectmen meeting**

5. 8:05PM **Update on Westford Public Schools current enrollment**

**Will continue to update enrollment throughout the summer and over the next several years**

*Bill Olsen, School Superintendent*

6. 8:20PM **Old/New Business**

**Continued to 5/28 for further discussion and information from Ellen Harde regarding private contractors**

1. Request by Vanessa Banyas, 178 Main Street, for reconsideration of Town Wide Solid Waste and Recycling Collection Policy to provide services to her property
2. Request from Thomas J. Mahanna, Chair, Permanent Town Building Committee to appoint Jim Zegowitz to the open position of Full Member for a term expiring on June 30, 2022, and to appoint Scott Hazelton as an Alternate Member for a term expiring on June 30, 2020.

**Approved appointments 5-0**

7. 8:30PM  
Approved 5-0 to support the design of the sidewalks and move forward to the Capital Planning Committee

**Request from the Pedestrian Safety Committee for support of the design of 2 sidewalks:**

1. **Robinson Rd from Concord Rd to Flagg Rd**
2. **Plain Rd from Nutting Rd to the intersection at Depot St**

*Chris Barrett, Chair, Pedestrian Safety Committee*

8. 8:50PM

Approved 5-0 subject to public safety recommendations

**Consent Agenda- Request to approve the following**

1. **Application for Approval of a Special License**  
Event: American Legion Centennial  
Applicant: Margaret Halvorsen  
Location: American Legion #437, 114 Dunstable Road  
Event Date: June 15, 2019  
Event Times: 11:00AM to 8:00PM
2. **Banner Request**  
Event: Live for Liv  
Applicant: Jody Marchand  
Dates: July 5, 2019 to July 15, 2019  
Location: J.V. Fletcher Library

**Board of Selectmen entered Executive Session and returned to Open Session at 9:36PM**

9. 8:55PM  
Voted 5-0 to authorize WPD to proceed with filing criminal charges against Haley Gallagher

Gallagher Dogs - discussion and possible vote on options for enforcement of order to euthanize dangerous dogs, which may include authorizing filing of criminal complaint. Possible executive session to discuss threatened litigation which was revealed at approximately 1:00PM on May 14, 2019.

Voted 5-0 that the 2 chihuahuas in the Gallagher household have 72 hours to be vaccinated for rabies and licensed in the Town by Jill Gallagher

10. 9:05PM

**Board Reports/Updates**

- **Selectman Almeida announced the 63 Main Street Task Force has created a survey for public input which is posted along with a video of the current conditions on the Task Force’s website. The Task Force will have a booth on the property during the Apple Blossom Parade and at the Strategic Planning Retreat**
- **Selectman Hazelton announced the 35 Town Farm Road Task Force will have a booth at the Strategic Planning Retreat**

11. 9:10PM

Approved 5-0

**Town Manager’s Report**

- Request to accept grant funding from the Greater Lowell Community Foundation to help fund the Cameron Life Long Learning Series and the 2<sup>nd</sup> Annual Author Lecture/Breakfast in the amount of \$1,500  
*Jennifer Claro, Director, Westford Council on Aging*
- Discuss Strategic Planning Retreat on June 13<sup>th</sup> hosted at Kimball Farm including the notification of increase in cost for the event
- Request approval of the following:
  - a. Contracts:
    - i. RAVE Mobile Safety for reverse 911 system in the amount of \$6,700
    - ii. GZA Environmental, Inc. for air quality, noise, and water testing services in the vicinity of Newport Materials, 540 Groton Road, in the amount of \$24,000
    - iii. Various vendors for on-call service contracts for the Westford Highway Department at the unit prices detailed in the meeting packet materials

**Approved 5-0**

- b. Purchase Orders
  - i. Process Distributors, Inc. for chlorine pellets for the Westford Water Department in the amount of \$10,992
  - ii. CyberComm Communications Solutions Inc. for a Radio System Service Agreement in the amount of \$17,607.52
  - iii. Colonial Municipal Group for the purchase of a 2019 Ford F-150 for the Westford Board of Health in the amount of \$28,184.50
  - iv. American Alarm for a replacement of the Intercom System in the amount of \$53,395.10
  - v. Arden Engineering Constructors, LLC for street light installation services in the amount of but not to exceed \$55,867.25
  - vi. Tri State Truck Center for the purchase of a 2020 Heavy Duty 6-When Freightliner 108SD for the Westford Highway Department in the amount of \$246,000

**12. 9:15PM      Correspondence**

**13. 9:20PM      Adjournment**

**Board of Selectmen  
Correspondence  
May 14, 2019**

**Incoming Correspondence:**

IC 01	4/15/19	Keith Morris – Pan Am Railways, Inc 2019 yearly operational plan
IC 02	4/16/19	KP Law – Providence Road
IC 03	4/19/19	KP Law – Planning Board vs Zoning Board
IC 04	4/22/19	Lowell Regional Transit Authority Agenda 4/25/19
IC 05	4/25/19	National Grid yearly operational plan
IC 06	4/26/19	Comcast Statement and Revenue Expenses
IC 07	4/26/19	KP Law – Newport Materials Declaration of Covenants & Restrictions
IC 08	4/26/19	KP Law – Lowell Road Acquisition
IC 09	4/26/19	Gay Nineties Celebration invitation
IC 10	5/1/19	Invitation to attend the Flag Day Ceremony on June 14, 2019 at the American Legion Post 437
IC 11	5/1/19	Letter from MA Historical Commission
IC 12	5/2/19	Appreciation letter from Mayor of Somerville to Captain Neal
IC 13	5/6/19	Letter of support regarding National Grid reconductoring project
IC 14	5/6/19	Live for Liv Foundation donation request form
IC 15	5/10/19	Northern Middlesex Council of Governing notice of meeting

**Outgoing Correspondence:**

OC 01	4/23/19	Letter to Tremblay's and 4-H Fair
OC 02	4/25/19	Letter to Karen Spilka Senate President and Robert DeLeo Speaker of the House
OC 03	4/29/19	Hayrick Lane abutter notice
OC 04	4/29/19	Robinson Road abutter notice
OC 05	4/29/19	Plain Road abutter notice
OC 06	5/1/19	Letter to Katie Theoharides, Assistant Secretary of Climate Change
OC 07	4/28/19	DLUM to Katie Theoharides, Assistant Secretary of Climate Change

*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).*