



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 22, 2018

7:30PM

Town Hall, Meeting Room, 55 Main Street

1. 7:30PM **Call to Order**
2. 7:30PM **Pledge of Allegiance**
3. 7:32PM **Open Forum/FAQ/Announcements**
 1. Public is invited to our Memorial Day events on May 27, 2018. Details are available on our website and in this meeting packet.
 2. **Westford Girls for a Better Tomorrow announced the Walk to Benefit Habitat for Humanity of Greater Lowell on Saturday, June 2, 2018, at 3:00PM at the Stonybrook Track, 9 Farmer Way**
4. 7:35PM **Joint meeting with School Committee to appoint a School Committee member to fill a one-year term until next Town Election**

Continued to 6/12/18

In consideration:

 1. Alicia D. Mallon
 2. Julie Murrell
 3. Steve J. Sears
5. 7:40PM **Request to approve the following certifications:**

Approved 5-0

 1. 10-year maximum useful life on:
 - a. The purchase of equipment for the town-wide LED Street Light Retrofit Project approved at the 2018 Annual Town Meeting
 - b. A new fire truck (Engine 4) approved at the 2017 Annual Town Meeting
 2. The town does not currently expect to lease, rent or commit the "Adams Land" property at 41-43 Lowell Road to a third party

-Christine Collins, Tax Collector/Treasurer
6. 7:45PM **Receive report on the installation and maintenance costs for wood guide rails with steel plate backing on the Route 40 intersection projects at Oak Hill and Dunstable Road, and request to approve the preferred BOS material**

Approved 5-0 galvanized steel guide rails and steel posts to be installed

-Paul Starratt, Town Engineer

7. 8:00PM **Receive report from for the FY19 Tax Classification Research Group and request BOS direction for next steps** -G. Thomas Clay, Co-Chair
Will continue research, seeking community input, -Ron Caterino, Co-Chair
and report back to the BOS at a future meeting -Titus Palmer, member
8. 8:15PM **Receive report from the Senior, Low-Income, Disabled Tax Relief (SLIDTR) Committee and request to provide direction regarding a Means Tested Senior Exemption Article for the Special Town Meeting on October 15, 2018** -Tom Spuhler, Chair
Continued to 6/12/18
9. 8:45PM **Old/New Business**
Approved 5-0 Request from Recycling Commission to approve inserts in the next two tax bills concerning recycling guidelines
10. 8:50PM **Consent Agenda- Request to approve the following**
- Town Common Request
Event: Picnic
Applicant: Claire Lynch, First Parish Church United, 48 Main Street
Date: June 10, 2018
Times: 11:00AM to 2:00PM
- Special License Request
Event: Birthday Party
Applicant: Chris Kitchin
Location: 79 Powers Road (Nashoba Valley Ski Area hillside)
Date: June 30, 2018; July 1, 2018 rain date
Times: 10:00AM to 6:00PM
- Special License Request
Event: Tyler Ride
Applicant: Shawn Ricard
Location: 65 W Prescott Street (VFW Post 6539)
Date: July 14, 2018
Times: 4:00PM to 8:00PM
- Special License Request
Event: Volleyball Finals
Applicant: Chris Kitchin
Location: 79 Powers Road (Nashoba Valley Ski Area volleyball courts)
Date: August 11, 2018
Times: 9:00AM to 9:00PM
- Special License Request
Event: Wedding
Applicant: Danielle Couture
Location: 128 Lowell Road (outside Stonybrook Fish & Game)
Date: August 18, 2018
Times: 2:00PM to 10:00PM

*Approved 5-0
subject to
public safety
recommendations*

11. 8:55PM **Board Reports/Updates**

12. 9:00PM **Town Manager's Report**

No comments

1. Review final Strategic Planning Retreat agenda
2. Request for comments on request for proposals (RFP) for 2018-2019 health insurance provider
3. Request approval of the following:
 - a. Contracts:
 - i. Memorandum of Understanding (MOU) with the Metropolitan Area Planning Council (MAPC) to reserve funding through the LED Streetlight Rapid Retrofit Grant Program
 - ii. Guardian Energy Management Solutions for energy efficiency retrofit measures of flushing and glycol at the police station in the amount of \$17,205
 - iii. Embree Elevator for a three year agreement of quarterly service and annual inspections of municipal elevators and wheelchair lifts in the amount of \$11,770 in FY19 and FY20, and \$12,680 in FY21, plus on-call service rates as specified in the bid
 - b. Purchase Orders:
 - i. School Specialty Education Essentials for the installation of a Day School playground in the amount of \$169,129
 - ii. Schmidt Equipment Inc. for a 2018 John Deere 544K-II 4WD Loader in the amount of \$254,100

Approved 5-0

13. 9:10PM **Correspondence**

14. 9:15PM **Adjournment**

**Board of Selectmen
Correspondence
May 22, 2018**

Outgoing Correspondence:

C 01 5/08/18 Letter to Chris Yule of Yule Development Co., Inc. requesting amendments to lease of space at 22 Town Farm Road

Incoming Correspondence:

C 02 5/07/18 Boott Hydropower LLC notice of intent and pre-application document for Lowell Hydroelectric Project (FERC No. 2790)

C 03 5/07/18 Rehabilitation of Boston Road Project Eligibility Notification from Massachusetts Department of Transportation

C 04 5/11/18 Notice to abutters of Greystone Fields on Russell's Way from James Duane, Director, Westford Parks and Recreation, for proposed recondition of tennis court

C 05 5/14/18 Notice from National Grid of current collective bargaining agreement negotiating

C 06 5/14/18 Northern Middlesex Council of Governments (NMCOG) notice of meeting for May 16, 2018

C 07 5/14/18 Coalition to Protect Patient Safety advocacy flyer

C 08 5/15/18 E-mail from Kevin Blais regarding the "Adams Property Acquisition"

C 09 5/15/18 Comcast Xfinity TV changes notice

C 10 5/16/18 Nashoba Valley Technical High School Art Studio show invite

C 11 5/16/18 Nashoba Valley Technical School District Class of 2018 commencement invite

C 12 5/16/18 Environmental Notification Form (ENF) filing for intersection improvements at Route 40 (Groton Road) and Dunstable Road, MassDOT Project File Number 608037, by TEC, Inc.

C 13 5/17/18 Innovation Academy Charter School (IACS) graduation ceremonies

C 14 5/18/18 Invitation to second walk to benefit Habitat for Humanity from Westford Girls for a Better Tomorrow

*If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact
Greg Johnson 978-692-5501 extension 1 or email to gregjohnson@westfordma.gov.*