MEETING AGENDA  
Tuesday, June 11, 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  
   - Executive session to discuss strategy with respect to the Priscilla Lane driveway completion as an open meeting may have a detrimental effect on the Town’s litigation position  
   - Executive session to discuss the ratification of the Westford Police Association’s collective bargaining agreement for fiscal years 2020-2022 as an open meeting may have a detrimental effect on the Town’s bargaining position  
   - Executive Session to discuss strategy with respect to the Westford Superior Officers collective bargaining agreement as an open meeting may have a detrimental effect on the Town’s bargaining position

3. 7:30PM  
   Pledge of Allegiance

4. 7:32PM  
   Open Forum/FAQ/Announcements
   - Annual Flag Day Ceremony hosted by the Nabnassett American Legion Post 437, at 114 Dunstable Road, on June 14, 2019 at 6:00PM  
   - Recognition of the Westford Girl Scouts Troop 60560 for their High Award Projects and for receiving the prestigious Gold Award  
     1. Kyla Schultz – Just One Bite (Lyme and Tick-Borne Illness Awareness and Prevention)  
     2. Isabel Redman – No One Walks Alone (NOWA - Mental Health Awareness Club)  
     3. Niamh McEwan – Teen Save our Skin (Sun Safety, Skin Cancer Awareness)  
     4. Marisol Angelina Evans-Garcia – Healthy Eating For Happiness (Introduction of a new health and nutrition curriculum, and kitchen space in an alternative school in Lowell)
5.  7:35PM  Public Hearing – Request for alteration of premises for a M.G.L. Ch. 138 Section 12 All Alcohol Restaurant Liquor License at Karma Restaurant, 174 Littleton Road
   Approved 5-0
   Attorney Brian Burke and Zhen “Iverson” Guo

6.  7:40PM  Public Hearing – Request to Approve M.G.L. Ch. 148 Section 13 Flammable Storage License
   Applicant: Powers Road Development, LLC, Walter Eriksen, Manager
   Location: Sugar Maple Lane (Parcel ID: 011 0048 0000)
   Product: 4 LP-gas tanks each for 1,000 gallons of propane
   Approved 5-0
   Attorney Melissa Robbins and Walter Eriksen

7.  7:45PM  Request from Jim Antonelli and Paul Starratt to maintain two-way traffic on Patten Road through the winter months
   Approved 5-0 to maintain the two-way traffic through January 2020 and will review again at the second BoS meeting in January
   Jim Antonelli, Principal Westford Academy
   Paul Starratt, P.E., Town Engineer

8.  7:55PM  Discuss strategies related to stormwater credits and abatements with different funding methods/options and review 3-year budget
   Strategies discussed. BoS would like impact on budgets if override option is chosen and fails at the BoS meeting on July 23, 2019
   Keith Readling, P.E. – Executive Vice President, Raftelis
   Paul Starratt, P.E. – Town Engineer
   Christine Collins – Tax Collector/Treasurer

9.  8:25PM  Old/New Business
   i.  Request by the Conservation Commission to approve the grant of a Conservation Restriction from the Collins 2017 Trust to the Town of Westford acting by and through its Conservation Commission and Sudbury Valley Trustees, Inc., as being in the public interest pursuant to M.G.L. Ch. 184, Sections 31-33, and pursuant to the vote taken under Article 13 of March 24, 2018 Annual Town Meeting, contingent upon the Conservation Commission’s acceptance of the Conservation Restriction
      Approved 5-0
   ii. Request by the Conservation Commission to approve the release of $4,500.00 from the Conservation Commission’s Wetland Receipts Reserved account for the Water Quality Monitoring of the Stony Brook and Nashoba Brook Watersheds, and special stream studies
      Approved 5-0
   iii. Request from Kathy Auth to approve and sign MSBA documents for the final phase of the Abbot Roof Replacement Project
      Approved 5-0
   iv. Request by Tax Collector/Treasurer to sign note documents related to the Water Department’s water system extension project on Groton and Dunstable Road
      Approved 5-0
   v. Request to approve 2019 annual appointments for committees’ and board members, as listed in the meeting packet
      Voted 5-0 to appoint Dina Donahue
   vi. Request to fill one (1) vacancy for Registrar:
      The Republican Town Committee recommends:
      - Patricia Chessa
      - Dina Donahue
      The Democratic Town Committee recommends:
      - John T. Chase
10. 8:35PM  Consent Agenda- Request to approve the following:

**Application for Approval of a Special License:**

i. Applicant: Michael Goday
   Event: Clam and Lobster Father’s Day Event
   Location: Stony Brook Fish and Game, 128 Lowell Road
   Date: Sunday, June 16, 2019
   Time: 1:00PM to 5:00PM

ii. Applicant: Dana DeGennaro
    Event: Beach Party
    Location: Summer Village Beach, 11 Summer Village Drive
    Date: Saturday, June 29, 2019
    Time: 4:00PM to 8:00PM

iii. Applicant: Shawn Ricard
     Event: Tyler Ride
     Location: VFW Post 6539, 65 W Prescott Street
     Date: Saturday, July 13, 2019
     Time: 4:00PM to 8:00PM

   **Town Common and Band Stand Request:**
   iv. Event: Color Festival
       Applicant: Prasanna Edpuganti, GVW School
       Date: Saturday, June 29, 2019 or rain date of Sunday, June 30, 2019
       Time: 9:00AM to 4:00PM

   **Banner Request:**
   v. Event: Youth Football and Cheerleading Registration
      Applicant: Thomas Kane
      Dates: Saturday, June 15, 2019 to Tuesday, June 25, 2019
      Location: J.V. Fletcher Library

   vi. Event: Westfest Health Fair and Food Truck Festival with Westford Education Foundation
       Applicant: Gail Johnson
       Dates: Saturday, September 21, 2019 to Tuesday, October 1, 2019
       Location: First Parish Church

11. 8:40PM  Minutes for Approval

   For Release
   ● May 8, 2019
   ● May 14, 2019

12. 8:45PM  Board Reports/Updates
Town Manager’s Report

- Request to approve Westford Police Association’s collective bargaining agreement for fiscal years 2020-2022
- Approve the timeline for the Special Town Meeting for Monday, October 21, 2019, open the warrant, and close the warrant on Tuesday, September 10, 2019 at 12:00PM
- Discuss Strategic Planning Retreat at Kimball Farm on Thursday, June 13th at 5:30PM
- Request to appoint Eric Heideman as Acting Town Manager June 14th – June 18th, 2019
- Request approval of the following:
  A. Contracts:
     1. Weston & Sampson, Inc. master planning and design services for the Graniteville Athletic Complex, RFP #19-17 in the amount of $59,950.00
     2. Massachusetts Interlocal Insurance Association for property/casualty, workers compensation, professional liability, and general liability insurance coverage for FY20 in the amount of $925,691
  B. Purchase Orders:
     1. Request to expend $858.80 from the Lease of Town Buildings Revolving Account (Roudenbush) for the purposes of purchasing a low speed floor scrubber for maintaining the Recreation Department office spaces
     2. Park Place Technologies support agreement for computer equipment maintenance in the amount of $11,345.16
     3. CDW-Government for VMWare software for data center systems in the amount of $17,850.50
     4. East Coast Sealcoating for basketball resurfacing services in the amount of $26,783
     5. CDW-Government for One-to-World Chromebooks in the amount of $109,140.00

13. 8:50PM
   - Approved 5-0
   - Approved 5-0 with edits, and opened the warrant, and closed the warrant on September 10, 2019 at 12:00PM and hold the Special Town Meeting on October 28, 2019

Next hearing regarding Haley F Gallagher v. Board of Selectmen scheduled for June 19, 2019 at 2:00PM at Ayer District Court

Selectman Almeida stated that we received correspondence from the DEP who stated the permit that was issued for 540 Groton Road remains in full force and effect. The limits in the permit meet the Best Available Control Technologies (BACT) emissions standard for this industry

Selectman Almeida also thanked Jim Duane, Parks and Recreation Director, for paving the basketball courts

14. 8:50PM
   - Correspondence

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15. 8:55PM
   - Adjournment
## Incoming Correspondence:

<table>
<thead>
<tr>
<th>IC</th>
<th>Date</th>
<th>Subject</th>
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<tbody>
<tr>
<td>IC 01</td>
<td>5/20/19</td>
<td>Save the Date - 5th Annual Disability Summit hosted by MA Office on Disability</td>
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<tr>
<td>IC 02</td>
<td>5/22/19</td>
<td>Attorney McCool's Petition for Review of Town of Westford's Order and Request for Evidentiary Hearing</td>
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<tr>
<td>IC 03</td>
<td>5/24/19</td>
<td>Court Notice of Next Event - Gallagher v. Board of Selectmen for the Town of Westford</td>
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<tr>
<td>IC 04</td>
<td>5/28/19</td>
<td>Letter from Comcast Xfinity notifying changes to TV services</td>
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<tr>
<td>IC 05</td>
<td>5/28/19</td>
<td>Letter from Red Hat including a copy of the Economic Development Incentive Program</td>
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<tr>
<td>IC 06</td>
<td>5/29/19</td>
<td>Haley Gallagher v. Town of Westford – Notice of Appearance</td>
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<tr>
<td>IC 07</td>
<td>6/3/19</td>
<td>Email from Eric Worrall at the Mass DEP answering the Board’s questions relative to 540 Groton Road</td>
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<tr>
<td>IC 08</td>
<td>6/3/19</td>
<td>Letter from Brooks &amp; DeRensis RE Legal services</td>
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<tr>
<td>IC 09</td>
<td>6/3/19</td>
<td>Haley Gallagher v. Town of Westford – Trial subpoenas</td>
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<tr>
<td>IC 10</td>
<td>6/3/19</td>
<td>Ruberto, Israel &amp; Weiner RE Enforcement request on Lawson Rd.</td>
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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 tmaa@westfordma.gov.*