



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, 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 Nabnasset 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)

Selectman Clay reminded residents about the Strategic Planning Retreat on June 13, 2019 at 5:30PM at Kimball Farm

Town Manager Ross attended the ribbon cutting of AFL Global who have recently relocated to 2 Technology Park West

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**

Approved 5-0

**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**

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**

Approved 5-0

- 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:**

**Request withdrawn
by applicant**

- 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

**Approved 5-0
subject to public
safety
recommendations**

11. 8:40PM

**Minutes for Approval
For Release**

Approved 5-0

- May 8, 2019
- May 14, 2019

12. 8:45PM

Board Reports/Updates

13. 8:50PM **Town Manager's Report**

Approved 5-0

- i. → Request to approve Westford Police Association's collective bargaining agreement for fiscal years 2020-2022
- ii. 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
- iii. Discuss Strategic Planning Retreat at Kimball Farm on Thursday, June 13th at 5:30PM
- iv. → Request to appoint Eric Heideman as Acting Town Manager June 14th – June 18th, 2019
- v. 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

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

Approved 5-0 with appointing authority

Approved 5-0

14. 8:50PM **Correspondence**

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

15. 8:55PM **Adjournment**

**Board of Selectmen
Correspondence
June 11, 2019**

Incoming Correspondence:

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

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.