



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, July 10, 2018

7:00PM

Town Hall, Meeting Room, 55 Main Street

Selectmen Mark Kost and G. Thomas Clay were absent

1. 7:00PM **Call to Order**
2. 7:00PM **Executive session**  
To consider the purchase, exchange, lease or value of the property located at 275 Groton Road as an open session may have a detrimental effect on the negotiating position of the public body

**Return to Open Session**

3. 7:30PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
  1. Congratulate the Westford Academy Theater Art's production of The Little Mermaid for being named the 2017-2018 winner for best musical by the Massachusetts Educational Theater Guild -*Michael Towers, Artistic Director*
  2. John Marioles, Westford resident and the union representative for National Grid gas division employees, explained their contract negotiations' status.
  3. Selectman Andrea Peraner-Sweet mentioned the Massachusetts Housing Partnership (MHP) 2017 Annual Report and that the Stony Brook Village development was highlighted in the report. The board agreed it was a fantastic project and Westford has made great strides towards offering affordable housing for our residents.
5. 7:35PM **Public Hearing**  
Second Violation of M.G.L. Ch. 138 §34 – Sale of Alcoholic Beverages to a Person Under 21 Years of Age –  
SP Liquors Corporation (DBA Westford Package Store) – 175 Littleton Road  
-*Dipan Shah, co-owner*  
-*Mark Chambers, Captain, Westford PD*  
-*Sergeant Marchand, WPD Court Prosecutor*  
Suspension of license for five days on 7/19, 7/24, 8/2, 8/7, and 8/16

6. 7:50PM **Joint meeting with the Housing Authority to appoint a Housing Authority member to fill a vacancy until the next Town Election**  
Continued to August meeting  
In consideration:  
1. Marie Cronin  
2. Beth Paulauskas
7. 8:00PM **Permanent Town Building Committee (PTBC) to present reduced cost options for the new Center Building at 51 Main Street**  
-Tom Mahanna, Chair, PTBC  
Context to continue parking study; board to revisit in 4-6 weeks to allow time to review 63 Main Street and the Franco-American Club building for possible municipal purposes
8. 8:10PM **Request to approve a Memorandum of Understanding (MOU) for Massachusetts Department of Transportation (MassDOT) Access Permit at the new Fletcher Fire Station 1 at 65 Boston Road**  
Approved 3-0  
-Paul Starratt, Town Engineer
9. 8:15PM **Requests for approval related to the project at the intersection of Dunstable Road at Route 40:**  
Approved 3-0  
Approved 3-0  
Approved 3-0  
1. Order of Takings as authorized by Town Meeting  
2. Agreement with Lisa Hoang at 275 Groton Road as prepared by Town Counsel  
3. License agreement with the Division of Fisheries and Wildlife  
-Paul Starratt, Town Engineer
10. 8:25PM **Old/New Business**  
Approved 3-0  
Approved 3-0  
1. Request from Carol Gumbart, Conservation Resource Planner, to approve and sign cover letter to the application for the FY19 Local Acquisitions for Natural Diversity (LAND) Grant for purchase of the Adams property located on Lowell Road and Providence Road  
2. Request to approve 2018 appointments for committees and board members, as listed in the meeting packet  
3. Board will consider August meeting dates at 7/24 meeting
11. 8:30PM **Consent Agenda- Request to approve the following Special License Request**  
Approved 3-0 subject to public safety recommendations  
Event: Cornhole Tournament  
Location: Mill Works, 22 Town Farm Road  
Applicant: Gary Lavelle, Westford Against Substance Abuse (WASA)  
Date: September 15, 2018  
Times: 12:00PM – 5:00PM
12. 8:35PM **Minutes for Approval For Release**  
Approved 3-0  
Regular Session – Joint Meeting with Finance Committee, March 1, 2018  
Regular Session – June 12, 2018  
Regular Session – June 26, 2018

13. 8:40PM **Board Reports/Updates**

14. 8:45PM **Town Manager's Report**

1. Request approval of the following:

a. Contracts:

- i. TEC, Inc. for the contract amendment of the Beaver Brook Bridge Design in the amount of \$99,400
- ii. Colonial Stone for the repair of historic wall at Fairview Cemetery in the amount of \$31,720
- iii. VFIS for police and fire injured on duty policy premium for FY19 in the amount of \$45,052

b. Purchase Orders:

- i. Roof Consulting Services, Inc. for town-wide visual inspections, roof surveys, and infrared surveys in the amount of \$15,863.59
- ii. Unified Networking Solutions, Inc. for computers and related equipment for the Engineering, Police and Technology Departments in the amount of \$11,098.81
- iii. Presidio Networked Solutions for "Varonis" intrusion detection software in the amount of \$33,159.77
- iv. Patriot Properties, Inc. for Board of Assessors software licensing and support in the amount of \$10,680

Approved 3-0

15. 8:50PM **Correspondence**

16. 8:55PM **Adjournment**

**Board of Selectmen  
Correspondence  
July 10, 2018**

**Outgoing Correspondence:**

- |      |         |  |
|------|---------|--|
| C 01 | 6/22/18 | Letter to Chirag Patel, Tejal Patel, Dipan Shah, Hemali Shah, co-owners of Westford Package Store, 175 Littleton Road, as notice of Board of Selectmen hearing |
| C 02 | 6/25/18 | Thank you letter to Peter Kimball, 400 Littleton Road, for Strategic Planning Retreat 2018 support   |

**Incoming Correspondence:**

- |      |         |  |
|------|---------|--|
| C 03 | 6/21/18 | Jessica Anderson, Chair, Strawberries ‘N Arts Festival of the First Parish Church United, thank you letter to the Board of Selectmen                                 |
| C 04 | 6/25/18 | Lowell Regional Transit Authority (LRTA) meeting notice for 6/28/18  |
| C 05 | 6/25/18 | Massachusetts Housing Partnership (MHP) 2017 Annual Report   |
| C 06 | 6/27/18 | Massachusetts Department of Transportation (MassDOT) structures inspection field report of the Stony Brook culvert inspection on Town Farm Road                      |
| C 07 | 6/27/18 | <i>Municipal Advocate</i> Vol 29 No 2 from the Massachusetts Municipal Association   |
| C 08 | 6/28/18 | Lauren F. Goldberg, KP Law, letter of congratulations to Mark Kost for re-election   |
| C 09 | 6/28/18 | Maura Healey, Attorney General of Massachusetts, letter informing of labor trafficking   |
| C 10 | 6/29/18 | Westford Council on Aging (COA) Newsletter for July & August 2018  |
| C 11 | 6/29/18 | Ginny S. Kremer of Blatman, Bobrowski & Haverty LLC on behalf of Guy Faretra, 5 Koala Bear Lane  |
| C 12 | 6/29/18 | National Bridge Inspection Standards (NBIS) underwater bridge inspection for Beaver Brook Road over Beaver Brook   |
| C 13 | 6/29/18 | NBIS underwater bridge inspection of Bridge Street over Stony Brook  |
| C 14 | 7/02/18 | NBIS bridge inspection report for Town Farm Road over Stony Brook  |
| C 15 | 7/02/18 | Westford Sportsman Club Request for a Determination of Applicability (RDA) with the Conservation Commission at 80 West Street  |
| C 16 | 7/02/18 | Federal Energy Regulatory Commission (FERC) order approving invasive species monitoring and control plan pursuant to article 401 for the Pepperell Hydro Company LLC |

*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](mailto:gregjohnson@westfordma.gov).*