



TOWN OF WESTFORD  
**BOARD OF SELECTMEN**

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

**MEETING AGENDA**

Tuesday, July 11, 2017

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Call to Order**
2. 7:00PM **Executive Session**
  1. To consider approval of a tentative agreement and collective bargaining agreement with the Westford Police Association (WPA) for FYs 17-19 as an open meeting may have a detrimental effect on the town's bargaining position
  2. Discuss non-union performance reviews as an open session may have a detrimental effect on the bargaining position of the town
  3. To consider the lease and value of real property located at 65 Main Street, 73 Main Street, and 170 Plain Road, known as the Roudenbush buildings, as a public discussion may have detrimental effect on the negotiating position of the town

**Return to Open Session**

3. 7:30PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
5. 7:35PM **Request for a common victualler license for Ruamchok, Inc, doing business as Asian Plus at 313 Littleton Road**  
*-Patty Dubey, Assistant Town Clerk*
6. 7:40PM **Public Hearing – Verizon New England Inc. and Massachusetts Electric Company petition for the relocation of two jointly-owned poles on Littleton Road at the intersection with Tadmuck Road**  
*–Everett Bryan, Rights of Way Engineer, Verizon*
7. 7:45PM **Commonwealth of Massachusetts – Update on Fiscal Year 2018 Budget**  
*-Senator Eileen Donoghue and Representative James Arciero*
8. 8:05PM **Consider the letter of intent from the Goodrich Corporation, a UTC Aerospace Systems company, for a Tax Increment Financing program through the town and the Massachusetts Economic Development Program**

- Bill Lynch, Site Manager, UTC Aerospace System
- Martha Nicol, Dir. Strategy & Innovation, UTC Aerospace System
- Martin D'Eramo, Manager, UTC State Government Relations
- Robert Chase, Senior Manager, KPMG LLP
- Chris LaBarre, Senior Associate, KPMG LLP

9. 8:15PM **Receive update on perchlorate remediation status, and request input on the delivery of bottled water to 106 and 117 Groton Road**  
 -Andrea Eagan, Project Manager, Licensed Site Professional (LSP), Woodward and Curran, Inc.

10. 8:30PM **Roudenbush “Community Center” Buildings – 65 Main Street, 73 Main Street and 170 Plain Road**
1. Discuss letter received from The Roudenbush Community Center Inc. (TRCCI) dated May 30, 2017
    - Pattie Pichette, Executive Director, TRCCI
    - Chris Kalil, Chair, TRCCI Board
    - Ed Colbert III, TRCCI legal counsel
  2. Review email received from Bill Olsen, School Superintendent, regarding possible interest in 65 and 73 Main Street for school administration offices
  3. Hear report from Request for Proposals (RFP) review group for the Roudenbush “Community Center” buildings lease

11. 8:50PM **Old/New Business**
1. Request from the Dog Park Task Force to approve a dog park to be located at parcel 035 0110 0000 abutting Stony Brook Middle School at 110 Farmer Way
    - Edie Frusione, Co-Chair, Dog Park Task Force
    - Kate Olson, Co-Chair, Dog Park Task Force
  2. Request to approve the Local Action Unit/Local Initiative Program application for Habitat for Humanity at 75 Graniteville Road
    - Chris Kluchman, Dir. of Land Use Management
    - Brenda Gould, Dir., Habitat for Humanity
  3. Request from the School Committee to appoint the following:
    - a. Megan Eckroth to the Healthy Westford Committee for a term to expire June 30, 2019
    - b. Chris Sanders to the Pedestrian Safety Committee for a term to expire June 30, 2019
    - c. Avery Adam to the Public Works Initiative Committee for a term to expire June 30, 2019
  4. Request from the Affordable Housing Committee to add two alternate membership positions with two-years terms to expire June 30, 2019
  5. Request 2017 re-appointments for committees and boards, as listed in the meeting packet
  6. Discuss appointment process to the Finance Committee

12. 9:10PM

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

Town Common Request

Event: Westford ColorFest 2017

Requestor: Ketan Dave, GVW School Ltd. (non-profit)

Event Date: July 29, 2017

Event Times: 10:30AM to 6:00PM

Street Closing Request

Event: Block Party

Location: Third Street from Broadway Street to Fourth Street

Requestor: Nathan LeDuc

Dates: August 5, 2017

Times: 8:00AM to 8:00PM

Banner Request

Event: Blues and Brews charity fundraiser, August 19-20, 2017

Applicant: Paul Alphen, Westford Rotary Charitable Foundation, Inc.

Banner Location: First Parish Church

Banner Dates: August 12-23, 2017

Banner Request

Event: Special Town Meeting announcement for October 16, 2017

Applicant: Leslie Vieth, League of Women Voters of Westford

Banner Location: First Parish Church

Banner Dates: October 9-19, 2017

Banner Request

Event: Westford ColorFest 2017

Applicant: Ketan Dave, GVW School Ltd. (non-profit)

Banner Location: First Parish Church

Banner Dates: July 22 to August 1, 2017

Special License

Event: Annual Clambake

Applicant: Walter Longley, H.E. Fletcher Club

Location: 11 Brookside Road

Event Date: August 13, 2017

Event Times: 10:00AM to 2:00PM

13. 9:15PM

**Minutes for Approval**

For Release

Regular Session – June 13, 2017

For Approval, Not Release

Executive Session – May 9, 2017

Executive Session – May 23, 2017

Executive Session – June 13, 2017

14. 9:20PM

**Board Reports/Updates**

15. 9:25PM

**Town Manager's Report**

1. Announce Green Communities Grant Program award in the amount of \$250,000
2. Request to accept gift of \$72,000 from National Grid for assistance in the installation of the overlay of bituminous concrete, curb to curb, to be used on Main Street and Plain Road
3. Request to approve the following contracts:
  - a. FY17-19 tentative agreement and the FY17-19 collective bargaining agreement with the Westford Police Association (WPA)
  - b. Massachusetts Department of Energy Resources (DOER) for the Green Communities Competitive Grant for FY2018 in the amount of \$250,000
  - c. MIIA Property & Casualty Group, Inc. for insurance coverage for fiscal year 2018 in the amount of \$754,245
  - d. Lowell Regional Transit Authority (LRTA) with the Council on Aging as a renewal of the operating agreement in the amount to be received not exceed \$95,202
  - e. MDM Transportation Consultants, Inc. for the traffic monitoring services amendment phase 5 monitoring at 540 Groton Road in the amount of \$9,500
  - f. Smartronix for the cloud storage of recorded traffic monitoring at 540 Groton Road in the amount of \$11,520
  - g. Onsolve for fiscal year 2018 for CodeRED in the amount of \$12,157
  - h. Greenwood Emergency Vehicles, Inc. for an E-One eMax Rescue Pumper vehicle and associated equipment in the amount of \$575,444.36, including the trade-in of Pierce Pumper Engine 2
  - i. FY18 Water Treatment Chemical Purchasing Contracts:
    - i. UNIVAR for Potassium Hydroxide in the amount of \$150,000
    - ii. Harcos Chemicals, Inc. for Potassium Permanganate in the amount of \$30,000
    - iii. Holland Company for Polyaluminum Chloride in the amount of \$6,000
    - iv. Mann Distribution LLC for Sodium Chloride in the amount of \$1,000
    - v. Harcos Chemicals, Inc. for Sodium Fluoride in the amount of \$6,000
  - j. CDW Government for fiscal year 2018 VMware license in the amount of \$26,999.42

16. 9:35PM

**Correspondence**

17. 9:40PM

**Adjournment**

**Board of Selectmen  
Correspondence  
July 11, 2017**

**Outgoing Correspondence:**

- |      |         |                                                                                                                                                           |
|------|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| C 01 | 6/26/17 | Letter from Gregg Corbo, KP Law, to Edward V. Colbert III, legal counsel to TRCCI, regarding the town's lease of the Roudenbush buildings                 |
| C 02 | 6/26/17 | Letter to Michael and Peter Kimball in gratitude for supporting 2017 Strategic Planning Retreat                                                           |
| C 03 | 6/27/17 | Letter to State Senator Karen Spilka and State Representative Demspey advocating for increased state support of the Community Preservation Act Trust Fund |
| C 04 | 6/29/17 | Letter to abutters of Littleton Road regarding a public hearing for jointly-owned poles for Verizon job #P2017-4A0AK0L                                    |
| C 05 | 7/05/17 | Letter to abutters of perchlorate effects for status update at board meeting                                                                              |

**Incoming Correspondence:**

- |      |         |                                                                                                                                                                                                                    |
|------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| C 06 | 6/09/17 | Greater Lowell Workforce Development Board FY2016 Annual Report                                                                                                                                                    |
| C 07 | 6/09/17 | Massachusetts Dept. of Environmental Protection (MassDEP) Bureau of Waste Site Cleanup Notice of Environmental Sampling at Brookside Road and Stony Brook                                                          |
| C 08 | 6/12/17 | US Federal Energy Regulation Commission order approving operations and flow monitoring plan regarding Pepperell Hydro Company LLC                                                                                  |
| C 09 | 6/12/17 | Letter from Jocelyn Bishop, 270 Groton Road, regarding potential stop light at the intersection of Groton and Dunstable Roads                                                                                      |
| C 10 | 6/12/17 | Letter from Joe Flanagan, 6 Blades Road, regarding potential stop light at the intersection of Groton and Dunstable Roads                                                                                          |
| C 11 | 6/15/17 | Architectural Access Board notice of upcoming MBTA Hearing on June 19, 2017 to discuss the 5-year Capital Investment Plan                                                                                          |
| C 12 | 6/15/17 | Letter from Kai Quinlan, Location Scout, Warner Brothers Television/Bad Robot, regarding interest in filming locations in town                                                                                     |
| C 13 | 6/16/17 | Letter from Kevin Raftery, UTC Aerospace Systems, for intent to apply for Massachusetts Economic Development Program (EDIP) in Westford                                                                            |
| C 14 | 6/16/17 | Letter from Thomas Mahoney, Location Scout, Warner Brothers Television/Bad Robot, regarding interest in filming locations in town                                                                                  |
| C 15 | 6/16/17 | Notice of Meeting for the Northern Middlesex Council of Governments (NMCOG) on June 21, 2017                                                                                                                       |
| C 16 | 6/19/17 | Comcast notice of channel line up information and S&H price change                                                                                                                                                 |
| C 17 | 6/19/17 | US Bankruptcy Court regarding SunEdison, Inc., notice of hearing to consider confirmation of, and deadline for objecting to, the amended joint plan of reorganization of SunEdison, Inc. and its debtor affiliates |
| C 18 | 6/20/17 | Letter of gratitude from Jessica Anderson, First Parish Church United, for support of the Strawberries 'N Arts Festival                                                                                            |

C 19	6/21/17	Letter in receipt of submission to the FFY2018 Nonpoint Source Competitive Grants Program from MassDEP
C 20	6/26/17	Letter from Robin Main, Hinckley, Allen & Snyder LLP, to Jeffrey Stephens, Health Director, requesting to grant the Hazardous Material Storage permit to Newport Materials, LLC
C 21	6/26/17	Notice of meeting for the Lowell Regional Transit Authority (LRTA) on June 29, 2017
C 22	6/26/17	UMass Lowell <i>Newsline</i> for June 2017
C 23	6/27/17	Email from John Murphy regarding the 2 <sup>nd</sup> quarter 2017 Landfill Gas Monitoring Report as performed on June 24, 2017 by Stantec
C 24	6/27/17	Landfill Gas Monitoring report for 2 <sup>nd</sup> Quarter 2017 by Stantec Consulting Services, Inc.
C 25	6/29/17	Letter of support for Community Preservation Act increased state match in FY18 State Budget
C 26	6/29/17	Letter of congratulations to Elizabeth Almeida from Lt. Gov. Karyn Polito
C 27	6/29/17	Letter of congratulations to G. Thomas Clay from Lt. Gov. Karyn Polito
C 28	6/30/17	Westford Council on Aging Newsletter for July/August 2017
C 29	6/30/17	Memorandum from Richard Barrett, Highway Superintendent, regarding Massachusetts Dept. of Transportation (MassDOT) upcoming project on Powers Road at Vinebrook Road
C 30	6/30/17	Letter of congratulations to Elizabeth Almeida from Suzanne Bump, State Auditor
C 31	6/30/17	Letter of congratulations to G. Thomas Clay from Suzanne Bump, State Auditor
C 32	7/03/17	US Bankruptcy Court notice of the hearing to consider confirmation of the fourth amended joint chapter 11 plan of reorganization of Payless Holdings LLC and its debtor affiliates
C 33	7/04/17	Email from Jane Ward, resident of Griffin Road, regarding potential Griffin Road signage
C 34	7/04/17	Email from Monique Boucher regarding potential Griffin Road signage
C 35	7/05/17	Email from Mary Giurleo, 5 Polar Bear Drive, regarding potential Griffin Road signage
C 36	7/05/17	Email from Richard Boretti, 17 Jarvis Way, regarding potential Griffin Road signage

*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).*