



TOWN OF WESTFORD  
**SELECT BOARD**

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

**Action Taken**

**MEETING AGENDA**

Tuesday, July 13, 2021

7:00 PM

Town Hall, Meeting Room, 55 Main Street

**Select Board Member Hazelton participated remotely**

1. 7:00 PM **Call to Order**
2. 7:00 PM **Executive Session**
  - i. To consider the exchange or value of real property located at 12 North Main Street, as an open session may have a detrimental effect on the negotiating position of the town
  - ii. To discuss non-union performance reviews as an open session may have a detrimental effect on the town's bargaining position
3. 7:30 PM **Pledge of Allegiance**
4. 7:32 PM **Open Forum/FAQ/Announcements**
  - Recognition of Kirk Ware for over 27 years of service to the town, most recently serving 13 years as Vice-Chair on the Permanent Town Building Committee, in light of his resignation effective June 30, 2021
  - Presentation of Girl Scout Gold Award Project "Invisible Link" – *Mina Hryckowian, Ambassador Girl Scout*
  - Town Manager's Report - Request for Select Board's confirmation to appoint Mark Chambers as Westford's Police Chief effective July 13, 2021  
**Approved 5-0**
5. 7:45 PM **Consent Agenda – Request to approve the following:**
  - i. Town Common and Bandstand:  
Event: Electric Blue Live Music Concert  
Applicant: Alessio Battezzato  
Date: Wednesday, July 21, 2021  
Time: 1:00 PM to 6:00 PM
  - ii. Special License:  
Event: Memorial for Gene Silva  
Applicant: Kevin Mace on behalf of Stony Brook Fish & Game  
Location: Stony Brook Fish & Game, 128 Lowell Road  
Date: Saturday, July 31, 2021  
Time: 1:00 PM to 5:00 PM
  - iii. Flag Hoisting:  
Event: India's Independence Day  
Flag: Indian Flag  
Applicant: Noorain Buxamusa / India Association of Greater Boston

Location: Temporary flagpole on Town Common

Date: Saturday, August 7, 2021 (date change request), 9:00 AM to 11:00 AM

**Approved 5-0 all consent agenda items subject to public safety recommendations**

6. 7:50 PM **Old/New Business**

- i. Request from the Healthy Westford Committee to develop a wheelchair accessible walking path near Edward's Beach on town owned parcels 074 0246 0000 and 074 0002 0000 – *Bill Harman, Healthy Westford Committee Chair*  
**Approved 5-0**
- ii. Request from the Diversity, Equity, and Inclusion Committee to support An Act to reform the hate crime statutes by Tram Nguyen, a petition (accompanied by bill, House, No. 1819) for legislation to reform the hate crime *statutes* – *Eric Barber-Mingo and Mamatha Jagannathan, Co-Chairs, and Joe Diamond, Member, Diversity, Equity, and Inclusion Committee*  
**Approved 5-0 and will send letter of support to Senator Ed Kennedy, State Representative Jim Arciero, and chairs of Judiciary Committee**
- iii. Discussion of possible proposal for a bylaw change to modify the date of our Annual Town Meeting  
**Continued to SB meeting on 7/27 to consider forming a committee to study**
- iv. Request from the Town Clerk's Office to approve the 2021 Special Town Meeting Timeline – *Patty Dubey, Town Clerk*  
**Approved 5-0**
- v. Request from the Clean Energy and Sustainability Committee to appoint Gerald DiBello as a full member for a term expiring on June 30, 2022 – *Mike Berlinski, Chair, Clean Energy and Sustainability Committee*  
**Approved 5-0**
- vi. Request from the Economic Development Committee to appoint Thomas Kotarakos as a full member for a term expiring June 30, 2024  
**Approved 5-0**
- vii. Request to approve 2021 annual reappointments for committee and board members, as listed in the meeting packet  
**Approved 5-0**

7. 8:20 PM **Board Reports/Updates**

8. 8:25 PM **Minutes for Approval and Release – Regular Session**

- May 11, 2021
- May 25, 2021
- June 8, 2021
- June 22, 2021

**Approved 5-0**

9. 8:30 PM **Town Manager's Report**

- i. Request to award the solicitation process for the disposition of 63 Main Street to Dianne and Charles Grondine and authorize the Town Manager's Office to initiate a purchase and sale agreement  
**Approved 5-0**
- ii. Request approval of the following:
  - a. Contracts:

1. Greenwood Emergency Vehicles, LLC to purchase a E-One eMax Rescue Pumper in the amount of \$690,000, as requested by the Fire Department
  2. Cooling and Heating Specialists for a heat pump replacement at the J.V. Fletcher Library in the amount of \$22,783.75, as requested by the Facilities Department
- b. Purchase Orders:
1. American Alarm for support and monitoring of security systems in town buildings in the amount of \$46,000, as requested by the Technology Department
  2. Trittech Software Systems, a CentralSquare Company for computer aided dispatch software in the amount of \$19,707, as requested by the Technology Department
  3. CDW-G for HP Chromebooks in the amount of \$17,700, as requested by the Technology Department
  4. Rave Mobile Safety for Reverse 911 and Smart 911 Services in the amount of \$13,700, as requested by the Technology Department
  5. Denis L. Maher Company for the redevelopment of the Depot Road Well in the amount of \$13,270, as requested by the Department of Public Works
  6. Comcast for annual PRI circuits for the town's CISCO telephone system in the amount of \$13,000, as requested by the Technology Department
  7. Pete's Tire Barn for excavator tires in the amount of \$12,981.08, as requested by the Department of Public Works

**Approved 5-0 all contracts and purchase orders**

10. 8:35 PM **Correspondence**

**Select Board Member Tonakarn-Nguyen asked for an update on the bandstand lift and the opioid litigation**

11. 8:40 PM **Adjournment**

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

**Select Board  
Correspondence  
July 13, 2021**

**Incoming Correspondence:**

IC01	06/17/2021	Elevator shut down notice for the Town Common bandstand
IC02	06/18/2021	Invitation for MBTA Communities Zoning Act Survey
IC03	06/24/2021	MA DEP Notice of sampling RE 169 Plain Road
IC04	06/25/2021	2020 Dam Safety and Surveillance & Monitoring Report RE Pepperell Hydro
IC05	06/25/2021	Public notice hearing RE Special Joint Committee on Redistricting
IC06	06/28/2021	Thank you notice from The First Parish Church United
IC07	07/01/2021	Notice of inquiry for enhancing public participation and awareness of EFSB proceedings
IC08	07/06/2021	Notice on National opioid litigation
IC09	07/06/2021	Bankruptcy notice RE Mallinkrodt