



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**

Thursday, July 21, 2022

10:00 AM

Meeting will be held virtually, link to access the meeting is below

1. 10:00 AM **Call to Order**

2. 10:00 AM **Pledge of Allegiance**

3. 10:02 AM **Open Forum/FAQ/Announcements**

**SB Chair Peraner-Sweet announced town staff are tracking the upcoming weather forecast and may consider opening a cooling center at the Cameron Senior Center on Sunday, 7/24. She added the J.V. Fletcher Library is open during normal business hours through Saturday this week and may be used as an alternate cooling location for residents**

4. 10:05 AM **Consent Agenda – Request to approve the following:**

i. Special License:

Event: Brown Advisory Corporate Outing

Applicant: Seasons Union Catering

Date: Tuesday, August 2, 2022

Time: 4:00 PM to 7:00 PM

Location: Summer Village Lodge, 6 Summer Village Road

ii. Town Common and Bandstand:

Event: Sacco and Macres Band

Applicant: Alice Phalen on behalf of Parish Center for the Arts

Date: Saturday, August 6, 2022 (Rain date: Sunday, August 7, 2022)

Time: 5:30 PM to 10:00 PM

iii. General License:

Event: Witch's Woods

Applicant: Melissa E. Robbins, Esq., on behalf of Nashoba Hill Corp.

Location: Nashoba Valley Ski Area, 79 Powers Road

Dates: September 30-October 1, 7-8, 14-15, 21-22, 28-29, 31

Time: 5:00 PM to 12:00 AM

iv. Public Entertainment on a Sunday License:

Event: Witch's Woods

Applicant: Melissa E. Robbins, Esq., on behalf of Nashoba Hill Corp.

Location: Nashoba Valley Ski Area, 79 Powers Road

Dates: October 2, 9, 16, 23, 30

Time: 5:00 PM to 12:00 AM

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

5. 10:10 AM **Old/New Business**

- i. Request to open the 2022 Special Town Meeting Warrant to be held on Monday, October 17, 2022  
**Approved 5-0**
- ii. Request to approve and sign the 2022 State Primary Election Warrant  
**Approved 5-0**
- iii. Discuss agenda for the Strategic Planning Retreat at Kimball Farm on Thursday, September 8, 2022 from 5:00 PM to 8:00 PM
- iv. Request to approve 2022 annual reappointments for committee and board members, as listed in the meeting packet  
**Approved 5-0**

6. 10:15 AM **Board Reports/Updates**

7. 10:20 AM **Town Manager's Report**

- i. Announce first Opioid litigation settlement payment received in the amount of \$21,471.65
- ii. Request approval of the following:
  - a. Grant:
    - i. Friends of the Nashoba Valley Medical Center to aid with subsidized Council on Aging van rides in the amount of \$500, as requested by the Council on Aging
  - b. Purchase Orders:
    - i. Mid-Atlantic Rescue Systems for two rescue boats in the amount of \$77,134, as requested by the Fire Department
    - ii. Bergeron Protective Clothing for protective clothing and equipment in the amount of \$29,305, as requested by the Fire Department
    - iii. CXtec for CISCO 3850 network switches in the amount of \$133,500, as requested by the Technology Department
    - iv. Presidio for network segmentation work in the amount of \$20,000, as requested by the Technology Department
    - v. CDW-G for computer monitors and cables in the amount of \$16,305.30, as requested by the Technology Department
    - vi. Meridia Interactive Solutions for 500 electronic voting keypads and accessories in the amount of \$14,975, as requested by the Town Moderator
    - vii. F.R. Mahony & Associates, Inc. for replacement bearing and housing assemblies for the Blanchard Wastewater Treatment Facility in the amount of \$14,680, as requested by the Water Department
  - c. Contract:
    - i. Finegold Alexander Architects for an amended contract for updated construction sustainability/cost estimating on the Library Building Grant and Project in the amount of \$56,465 ~~81,465~~, as requested by the J.V. Fletcher Library Trustees
    - ii. CHA Consulting, Inc. for an amended contract for updated construction cost estimating on the Library Building Grant and Project in the amount of \$10,000, as requested by the J.V. Fletcher Library Trustees
    - iii. Weston & Sampson for Fiscal Year 2023 landfill monitoring in the amount of \$13,000, as requested by the Town Manager's Office

- iv. P.J. Keating Company and Newport Construction Corporation for one-year contract extensions for bituminous concrete services at the unit prices listed in the meeting packet, requested by the Department of Public Works
- v. Massachusetts Department of Transportation – Highway Division for a 110% Agreement for the Beaver Brook Bridge Project, as requested by the Engineering Department

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

8. 10:25 AM **Correspondence**

9. 10:30 AM **Adjournment**

**Options available to access the Select Board meeting virtually:**

1. You may watch the meeting by visiting the following link on your computer, smart phone or tablet: [https://westfordma.gov.zoom.us/webinar/register/WN\\_CjtHHVHFRXmc2bxQwso7XQ](https://westfordma.gov.zoom.us/webinar/register/WN_CjtHHVHFRXmc2bxQwso7XQ). You will be provided with immediate access if the meeting is already in progress.
2. WCAT will be broadcasting the meeting live on channels 9 (Comcast) and 34 (Verizon). They also will be streaming the video online. Please see their website for more details: [www.westfordcat.org](http://www.westfordcat.org).

*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 21, 2022**

**Incoming Correspondence:**

IC 01	07/13/22	Weston & Sampson Quarterly Landfill Gas Monitoring Results Q2
IC 02	07/14/22	Department of Telecommunications and Cable License Expiration Notice