



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 28, 2020

7:00PM

Meeting will be held virtually- instructions are below

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**
4. 7:05 PM **Public Hearing – Pole Petition**  
Request from Massachusetts Electric Company d/b/a National Grid, job no. 28900070, to install 1 SO Pole at 26 Palermo Street beginning at a point approximately 25 feet east of the centerline of the intersection of Pine and Palermo Street and continuing approximately 500 feet in an easterly direction to support guy wire from rotted tree – *Paul Pellegrini, National Grid*
5. 7:10 PM **Public Hearing – Electrical Conduit Petition**  
Request from Massachusetts Electric Company d/b/a National Grid, job no. 29059671, to install approximately 1400 feet of duct bank from existing MH#6 at Concord Road to new MH#10 at Hildreth Street; install (3) 2-way manholes and (1) 3-way manhole; install riser to Pole 72 on Hildreth Street; underground electric tasks: establish ground grids, racks, and arms for future cable and manhole labeling at new manholes – *Paul Pellegrini, National Grid*
6. 7:15 PM **Consent Agenda- Requests to approve the following:**
  - i. Road Closure Request:  
Event: Wedding  
Location: 9 to 11 Lillian Road  
Applicant: Cathy Order  
Date: Sunday, October 4, 2020  
Time: 12:00 PM to 8:00 PM
  - ii. Town Common and Bandstand:
    - a. Event: Free Community Yoga Event to Benefit the MA COVID-19 Relief Fund  
Applicant: Melissa Matheson and Scott Cassa, Wellbeing Fitness  
Date: Saturday, August 15, 2020 (Rain date: Saturday, August 22, 2020)  
Time: 8:30 AM to 10:00 AM

- b. Event: Westford Celebrates Women’s Right to Vote  
 Applicant: Emily Teller  
 Date: Sunday, August 23, 2020 through Saturday, August 29, 2020  
 Request to display purple and gold lights on the trees of Town Common and Town Hall
  - c. Event: Flying High Dogs! With Mike Piazza  
 Applicant: Nancy Boutet, Head of Youth Services, J.V. Fletcher Library  
 Date: Wednesday, October 14, 2020 (Rain date: Thursday, October 15, 2020)  
 Time: 3:00 PM to 4:30 PM
7. 7:25 PM **Discuss establishing a charge for the Diversity, Equity, and Inclusion Working Group and consider makeup of membership**
  8. 7:55 PM **WestfordCAT financial update and a request for an extension to provide the Select Board with their 2019 financial audit at a later date**  
 – *Kristi Bates, WestfordCAT Board of Directors, President*  
 – *Sarah Fletcher, WestfordCAT Acting Executive Director*  
 – *Jack Wang, WestfordCAT Board of Directors, Treasurer*
  9. 8:10 PM **Request from the Recycling Commission for support to apply for a technical assistance grant through the MA DEP to assist the town with conducting further analysis into potentially implementing a Pay-As-You-Throw (PAYT) program in the future for trash and recycling**  
 – *Corey Groves, Recycling Commission*
  10. 8:25 PM **Old/New Business**
    - i. Request for a proclamation recognizing August 15, 2020 to be India Day and encourage all residents to join the Indian Community to celebrate/commemorate the 73<sup>rd</sup> Anniversary of India’s Independence  
 – *Noorain Buxamusa on behalf of India Association of Greater Boston*
    - ii. Discussion and possible vote to dispose of remaining bond monies that were established for the construction of Rome Drive Extension  
 – *Jeff Morrissette, Director of Land Use Management*  
 – *Jonathan Silverstein, Esq., KP Law*
    - iii. Request to appoint Vidya Raman to the Cultural Council as a full member for a term expiring on June 30, 2023  
 – *Anita Tonakarn-Nguyen, Chair, Cultural Council*
    - iv. Request to appoint Noelle Donovan to the Conservation Commission as a full member for a term expiring on June 30, 2023  
 – *Carol Gumbart, Conservation Resource Planner*
    - v. Request to approve 2020 annual reappointments for committee and board members as listed in the meeting packet
  11. 8:40 PM **Board Reports/Updates**

12. 8:45 PM **Town Manager's Report**

- i. Announce a donation received from Dr. Dheeraj Pamidimukkala and Dr. Vahila Pamidimukkala of two Clorox Total 360 System Electrostatic Sprayers
- ii. Request from the Engineering Department to accept a grant in the amount of \$105,000 for the Abbot School Pedestrian Improvement Project awarded from the Massachusetts Department of Transportation
- iii. Request from the Health Department to accept Public Health Emergency Preparedness funds and Medical Reserve Corps (MRC) grant funds from the Metropolitan Area Planning Council (MAPC) to pay the salary of the Upper Merrimack Valley MRC Program Coordinator for Fiscal Year 2021 in the amount of \$46,210
- iv. Request from the Council on Aging to accept a grant in the amount of \$2,500 for assistance with weekly food distribution and "grab and go" meals awarded from the Greater Lowell Community Foundation COVID Relief Fund
- v. Request from the Fire Department to support applying for a grant to assist with funding approximately 90% of the purchase price to replace their front-line pump from the Assistance to Firefighters Grant (AFG) Program
- vi. Request approval of the following:
  - a. Contracts:
    1. Collective Bargaining Agreement with Local #3021 International Association of Fire Fighters for Fiscal Year 2021
    2. UNIVAR, Harcos Chemicals, Inc., Holland Company, Monson Companies, Inc., and Harcross Chemicals, Inc., for water treatment chemicals for Fiscal Year 2021 at the unit pricing listed in the meeting packet, as requested by the Water Department
  - b. Purchase Orders:
    1. Telenet, Inc. to install a Bi-Directional Amplifier (BDA) system at Westford Academy and Nabnasset School in the amount of \$83,537.39, as requested by the Facilities Department
    2. AAA Laser for printer toner in the amount of \$32,000, as requested by the Technology Department
    3. Comcast for two PRI based phone connections in the amount of \$13,000, as requested by the Technology Department
    4. The Dirt Doctor for the grinding and removal of tree and brush debris from the May 2020 microburst in the amount of \$14,000, as requested by the Highway Department

13. 8:50 PM **Correspondence**

14. 8:55 PM **Adjournment**

**Options available to access the Board of Selectmen meeting remotely:**

1. Register to watch the meeting through the GotoWebinar website at: <https://register.gotowebinar.com/register/6586095949397547534>. After registering, you will receive a confirmation email. There are basic instructions on how to use GoToWebinar available at: [www.youtube.com/watch?v=IQ3Xwwgbd8Y](http://www.youtube.com/watch?v=IQ3Xwwgbd8Y)
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).

**Board of Selectmen  
Correspondence  
July 28, 2020**

**Incoming Correspondence:**

IC 01      07/20/2020      Office of the Inspector General Notice Relative to Settlement  
Payment to the Town of Westford

*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).*