MEETING AGENDA
Tuesday, August 20, 2019
7:00PM
Town Hall, Meeting Room, 55 Main Street
Selectman Peraner-Sweet and Selectman Hazelton absent

1. 7:00PM Call to Order

2. 7:00PM Pledge of Allegiance

3. 7:02PM Open Forum/FAQ/Announcements

4. 7:05PM Consent Agenda - Request to approve the following
   
   Road Closure Request:
   Event: United Methodist Church Picnic
   Applicant: David Welsh
   Location: Church Street
   Date: Sunday, September 8, 2019
   Time: 9:30AM – 12:00PM

   Approved 3-0

   subject to public safety recommendations

5. 7:10PM Old/New Business

   Request to accept gifts from South WM Owner LLC (Hanover Westford Valley) in the amount of $134,344.50 for the purpose of supporting public improvements to the Route 110 Corridor consistent with the Amended Developer Agreement

   Approved 3-0

6. 7:15PM Public Hearing – as required by M.G.L. c. 87 §3, Public Shade Tree Law in response to the National Grid Tree Cutting Plan

   Request from National Grid to remove or prune public shade trees in accordance with M.G.L. c. 87 §3, Public Shade Tree Law. The roads with town trees impacted would include Concord Road, Abbot Street, Pine Street, Town Farm Road, North Main Street, Country Road, Beaver Brook Road, Pleasant Street, East Prescott Street, and Palermo Street

   Approved 3-0 National Grid’s tree cutting plan of town owned trees on the roads listed on the agenda

   - Richard Barrett, Tree Warden

7. 8:45PM Minutes for Approval

   Approved 3-0

   For Release
   • July 23, 2019
8. 8:50PM **Board Reports/Updates**
Selectman Clay announced that the Town and School Safety Task Force had a great meeting today and is bringing forth a capital request for emergency communication equipment to the next BoS meeting.

9. 8:55PM **Town Manager’s Report**
   i. Request approval of the following:
      a. Contracts:
         1. Weston & Sampson, Inc. for construction administration services for the Forge Pond Beach Improvements – Phase 1 in the amount of $12,000.00
         2. Alpine Environmental for the work related to the Window Restoration Project at the J.V. Fletcher Library in the amount of $47,640.00

   Approved 3-0

10. 9:00PM **Correspondence**
Selectman Almeida announced that Middlesex County 4-H Fair is this weekend and encouraged all to attend.

11. 9:05PM **Adjournment**
Board of Selectmen
Correspondence
August 20, 2019

Incoming Correspondence:
IC 01 07/19/2019  Xfinity Municipal Emergency Reporting Procedure Reminder
IC 02 07/19/2019  Letter from KP Law enclosing Wright Lane Conservation Restriction documents
IC 03 07/29/2019  Letter from KP Law enclosing Acknowledgement of Baseline Documentation relative to Salt Box Farm
IC 04 07/31/2019  Letter from KP Law enclosing documents relative to the Conservation Restriction at the Salt Box Farm
IC 05 08/01/2019  Verizon notice of Fios TV programming change
IC 06 08/01/2019  State Fire Marshal approve FY 2019 Student Awareness of Fire Education grant application
IC 07 08/03/2019  Memo from Thomas Mahanna regarding School Administration Building Relocation
IC 08 08/06/2019  Architectural Access Board’s Decision, Amended Notice of Action, and Notice of Fine Hearing
IC 09 08/06/2019  Middlesex County 4-H Fair, Inc, complimentary pass for opening ceremonies
IC 10 08/12/2019  Westford Community Access Television, Inc., Financial Statements
IC 11 08/12/2019  Westford Community Access Television, Inc., final audited financial statements

Outgoing Correspondence:
OC 01 07/24/2019  Notice of Decision and Order relative to Dangerous Dog Hearing
OC 02 07/29/2019  Letter to MA Office of Business Development in support for the Middlesex 3 Coalition REDO Grant Application
OC 03 08/13/2019  Letter to Aggregate Industries extending contract 2018-HWY-001
OC 04 08/13/2019  Letter to Allstate Berm Company extending contract 2018-HWY-001
OC 05 08/13/2019  Letter to Brox Industries, Inc. extending contract 2018-HWY-001
OC 06 08/13/2019  Letter to Newport Construction Company extending contract 2018 HWY-001
OC 07 08/13/2019  Letter to P.J. Albert, Inc. extending contract 2018-HWY-001
OC 08 08/14/2019  Thank you letter to Kimball Farm for their generous ice cream donation for the Annual Town Staff Cookout
OC 09 08/16/2019  Letter to MA Office of Business Development for verification of municipal service area of the 495/MetroWest Partnership

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.