



TOWN OF WESTFORD
BOARD OF SELECTMEN

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

Revised 9/25/18 at 12:03 p.m.

MEETING AGENDA

Tuesday, September 25, 2018

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00 PM **Executive Session**
 1. To discuss the purchase, exchange, lease or value of 63 Main Street, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body
 2. To conduct negotiations with the Town Manager regarding her employment contract as an open meeting may have a detrimental effect on the bargaining position of the town
2. 7:30 PM **Call to Order**
3. 7:30 PM **Pledge of Allegiance**
4. 7:35 PM **Open Forum/FAQ/Announcements**
 1. Thank you to Peg Halvorsen for 40 years of service to the town of Westford
 2. Thank you to Patty Dubey and our election officers for their efforts during the recent election recount
 3. Standard & Poor's continuing AAA bond rating and bond release at SP1+ rating for the town of Westford which is the highest rating available
5. 7:40 PM **Update on Stormwater Master Plan and request to approve a Notice of Intent for the town's stormwater management program, as required by the EPA**

Paul Starratt, Town Engineer
6. 7:50 PM **Request to approve bond anticipation notes and bonds for multiple capital projects**

Christine Collins, Treasurer/Tax Collector
7. 7:55 PM **Request to use of \$15,000 from Summer Village gift funds for landscape/hardscape improvements at Stony Brook-East Boston Camp bath house**

Friends of the East Boston Camp
8. 8:10 PM **Senior Tax Work Off Program**
 1. Resident request to consider establishing income or asset limits for participants in the Senior Tax Work Off Program

Henry Durand, Resident

2. COA request to consider allowing volunteers to work as “representative” participants for those who meet the requirements but are physically or otherwise unable to participate

Jennifer Claro, Director of Elder Services

9. 8:25 PM **Special Town Meeting – October 15, 2018**

Consider reopening the warrant to add the following articles:

1. The possible purchase of 63 Main Street, and;
2. The Senior Tax Work Off Program adoption of MGL 59, §5K
3. Review and vote recommendations on the following articles:

ARTICLE 1:	Approve Unpaid Bills from Previous Fiscal Year(s)	<i>Town Manager</i>
ARTICLE 2:	Fiscal Year 2019 Budget Adjustments	<i>Town Manager</i>
ARTICLE 3:	Fiscal Year 2019 Budget Transfers	<i>Town Manager</i>
ARTICLE 4:	Fiscal Year 2019 Capital Appropriations	<i>Capital Planning Committee</i>
ARTICLE 5:	Fiscal Year 2019 Asphalt Plant Monitoring Appropriation	<i>Board of Selectmen</i>
ARTICLE 6:	Reduce Amount Raised by Taxes in Fiscal Year 2019	<i>Board of Selectmen</i>
ARTICLE 7:	Apply Fire Station Premium to Reduce Bond Payments	<i>Board of Selectmen</i>
ARTICLE 8:	Supplement Prior Borrowing Votes to Permit the Application of Sale of Premium to Pay Project Costs	<i>Board of Selectmen</i>
ARTICLE 9:	Authorization for the Board of Selectmen to Petition the General Court for Special Legislation Authorizing the Town of Westford to Establish a Means Tested Senior Citizen Property Tax Exemption	<i>Board of Selectmen</i>
ARTICLE 10:	Payment in Lieu of Tax Agreement – Westford Solar Holdings, LLC And Westford Solar Holdings II LLC, Located at 10 Commerce Way, Map 48-11.234	<i>Board of Selectmen</i>

4. Sign Town Meeting Warrant

10. 8:55 PM **Old/New Business**

1. Consider approval of proposed lease amendment with The Roudenbush Community Center Inc. to allow the town’s Parks, Grounds, and Recreation Departments to occupy the 3rd floor of the Roudenbush Building
2. Sign Mass School Building Authority’s grant for the Sustainable Materials Recovery Program
3. Request from Denise Pigeon, Superintendent of Schools, Nashoba Valley Technical High School to designate the position(s) of the town’s representatives on the Nashoba Valley Technical High School Committee as special municipal employee(s)

4. Request from Healthy Westford Committee to appoint Lauren D'Agostino to the Healthy Westford Committee for a term to expire on June 30, 2021
5. Town and School Safety Task Force request to appoint Denise Pigeon, Nashoba Valley Technical High School Superintendent, for a term to expire on June 30, 2020
6. Request by resident to amend membership to Town and School Safety Task Force to include a resident-at-large

Jim Gozzo, Resident

7. Annual Town Manager performance review

11. 9:15 PM **Consent Agenda- Request to approve the following**

Road Race/Walk Request

Event: Friends of the Poor Walk for the Society of St. Vincent de Paul

Organizer: Friends of the Poor Walk Committee

Applicant: Kathleen Dick, 23 Chippewa Road

Event Date: Monday, November 12th, 2018

Event Times: 8:00AM to 11:00AM

Route: Start and finish at St. Catherine's of Alexandria on North Main Street, then Town Farm Road, Forge Village Road, Cold Spring, Road, Patten Road, Route 225, and East Prescott Street

Road Closure Request

Event: Westford Road Race

Organizer: Westford Charitable Foundation Inc.

Applicant: Lori Cogliano

Event Date: May 5, 2019

Event Time: 12:00 PM to 5:00 PM

Route: Start at the Town Common on Main Street, proceed to Depot Street, Hildreth Street, Lincoln Street, Forge Village Road, Graniteville Road, and Concord, as well as some secondary roads.

Banner Requests

Event: Westford Road Race

Organizer: Westford Charitable Foundation Inc.

Applicant: Lori Cogliano

Dates: April 28, 2019 to May 8, 2019

Event: Westford Youth Lacrosse Registration

Organizer: Westford Youth Lacrosse

Applicant: Stacey Donovan

Dates: November 8, 2018 to November 17, 2018
January 7, 2019 to January 16, 2019

Town Common Permit

Event: Westford Road Race

Organizer: Westford Charitable Foundation Inc.

Applicant: Lori Cogliano

Event Date: May 5, 2019

Event Time: 9:00 AM to 5:00 PM

12. 9:20 PM **Board Reports/Updates**

13. 9:25 PM **Town Manager's Report**

1. Request to approve draft FY20 budget policy direction
2. Request to approve Nashoba Valley Technical High School Resource Officer agreement for FY19
3. Request to approve the following:

Purchase Orders:

4. Amkus E-Tools, cutter and spreader for the new pumper truck, paid from the Tools in the Pumper capital account and Firefighter Equipment line item, in the amount of \$21,490.00
5. Motorola Inc. for supplying radio equipment, materials and installation of satellite receivers at the Fletcher Fire Station #1 in the amount of \$12,482.50

14. 9:30 PM **Correspondence**

15. 9:35 PM **Adjournment**

**Board of Selectmen
Correspondence
September 25, 2018**

Outgoing Correspondence:

C 01 09-13-2018 Letter from J Ross to Community Compact IT Grant Program
C 02 09-14-2018 Community Compact IT Grant Application from Town of Acton

Incoming Correspondence:

C 03 09-04-2018 Letter from MASS DOT RE Depot Street Stony Brook Bridge Inspection
C 04 09-10-2018 Memo from MSBA RE Norman E. Day School Change Order
C 05 09-12-2018 Email from Rep. James Arciero RE Funding for Norman E. Day
 Playground
C 06 09-12-2018 Notice from Mass Municipal Association RE Chapter 90 Funding Survey
C 07 09-13-2018 Letter from Greater Lowell Chamber of Commerce RE 24th Annual
 Membership Meeting
C 08 09-13-2018 Letter from Vinebrook Trust RE Repaving of streets in Vinebrook
 neighborhood
C 09 09-14-2018 Invitation to Northern Middlesex Council of Governments 2018 Annual
 Meeting
C 10 09-17-2018 Notice from Northern Middlesex Council of Governments RE Upcoming
 meeting agenda
C 11 09-20-2018 Notice of Mass Municipal Association's Annual Fall Legislative
 Breakfast Series
C 12 09-20-2018 Notice of Salvation Army RE Annual Christmas Castle Breakfast
C 13 09-20-2018 Memo from Mass School Building Authority RE Robinson School
 Change Order
C 14 09-20-2018 J.V. Fletcher Library Fall 2018 Brochure
C 15 09-20-2018 Notice of Westford Council on Aging September 2018 Newsletter

*If any member of the public wishing to attend this meeting seeks special accommodations in
accordance with the Americans with Disabilities Act, please contact
978-692-5501 extension 1 or email tmaa@westfordma.gov.*