



**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, September 29, 2020

7:00 PM

Meeting will be held virtually- instructions are below

1. 7:00 PM **Call to Order**
2. 7:00 PM **Executive Session**  
To conduct negotiations with the Town Manager regarding her employment contract 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**
5. 7:35 PM **Update on appointment of members to the Diversity, Equity and Inclusion Committee**
6. 7:40 PM **Special Town Meeting – Saturday, October 17, 2020**
  - i. Request from the Town Moderator to begin Special Town Meeting at 9:00 AM
  - ii. Board of Selectmen sign the warrant, take positions on warrant articles and finalize motions

ARTICLE 6:	Approve Fiscal Year 2021 Capital Appropriations	<i>Capital Planning Committee</i>
ARTICLE 7:	Reduce Amount Raised by Taxes in Fiscal Year 2021	<i>Board of Selectmen</i>
ARTICLE 11:	Indigenous Peoples' Day	<i>Citizens' Petition</i>
ARTICLE 12:	Authorization for the Board of Selectmen to petition the General Court for one (1) additional all alcohol on premises license to be exercised by Veled, Inc. or a Related Entity or its Successor and/or Assign, located at 478 Groton Road, Westford	<i>Citizens' Petition</i>
ARTICLE 13:	Clarify the Memorandum of Understanding Between the Town of Westford and Westford Community Access TV	<i>Citizens' Petition</i>
ARTICLE 14:	Resolution to Promote Clean Energy and Reduce Fossil Fuel Use to Achieve the Commonwealth of Massachusetts' Limit of Net-zero Greenhouse Gas Emissions by 2050	<i>Citizens' Petition</i>
ARTICLE 15:	Placeholder: Amend Chapter 51, Section 51.1 A to Give Authority to the Select Board to Shorten the Polling Hours for Local Elections	<i>Board of Selectmen</i>
ARTICLE 16:	Placeholder: Regulate Blasting through Chapter 148 s. 9	<i>Board of Selectmen</i>
ARTICLE 17:	Amend the Town's General and Zoning Bylaws to Reflect Inclusive Language Amendments to the Town Charter Pending Before the General Court	<i>Board of Selectmen</i>
ARTICLE 27:	Home Rule Petition regarding Rome Drive Extension	<i>Board of Selectmen</i>

7. 9:10 PM **Old/New Business**
  - i. Consider approval of Budget Policy Direction for Fiscal Year 2022
  - ii. Review draft 2021 Board of Selectmen/Town Manager goals
  - iii. Annual Town Manager performance review
  - iv. Consider approval of a new contract with Town Manager Ross
8. 9:20 PM **Correspondence**
9. 9:25 PM **Adjournment**

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

1. Register to watch the meeting through the GotoWebinar website at: <https://attendee.gotowebinar.com/register/7079266498131089936>. 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).

*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).*

**Board of Selectmen  
Correspondence  
September 29, 2020**

**Incoming Correspondence:**

IC 01	09/21/2020	Notice of Senate Enacted House Bill 4339, Authorizing the town to Grant Two Additional Licenses for Sale of Alcoholic Beverages
IC 02	09/22/2020	GNC Holdings, Inc., Notice of Approval of Disclosure Statement, Etc.
IC 03	09/22/2020	Letter from Pastor of Christ Embassy Massachusetts
IC 04	09/22/2020	Federal Energy Regulation Commission Extension of Time Granted to Submit the Inflow Design Flood Study