



TOWN OF WESTFORD
BOARD OF SELECTMEN

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

ACTION TAKEN

Revised 10/22/18 at 3:30 PM

MEETING AGENDA

Tuesday, October 23, 2018

7:00PM

Town Hall, Meeting Room, 55 Main Street

Selectman G. Thomas Clay absent

1. 7:00 PM **Call to Order**
2. 7:00 PM **Executive Session**
To discuss the purchase, exchange, lease or value of the Franco American Club, 55 West Prescott Street, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body
3. 7:30 PM **Pledge of Allegiance**
4. 7:32 PM **Open Forum/FAQ/Announcements**
 1. Thank you to Jim Silva for 16 years of service on the Communications Advisory Committee
 2. Congratulate Arya Kunaparaju of Troop 159 for earning the rank of Eagle Scout

Selectman Peraner-Sweet reminded residents that early voting at the Town Hall began on Monday, October 22, 2018, and ends November 2, 2018
5. 7:40 PM **Public Hearing**
National Grid and Verizon New England, Inc. petition for the installation of three new poles on Frances Hill Road across from poles 1, 2 and 3 Chamberlain Road, i.d. #25882420

Paulo Sathler
~~*Dave Johnson*~~, National Grid

Pole petition hearing continued to November 13, 2018 at 8:00 PM
6. 7:45 PM **Public Hearing**
National Grid and Verizon New England, Inc. petition for the installation of one new pole across from pole 12 Hunt Road, i.d. #25882420-2

Paulo Sathler
~~*Dave Johnson*~~, National Grid

Approved 4 - 0

7. 7:50 PM **Public Hearing**
 Request for a transfer of a MGL Chapter 138, Section 12 all alcoholic beverages restaurant license located at 355 Littleton Road, for 355 Littleton Road, LLC, formerly dba New Tiki, to Craft Brewers Exchange Westford, LLC
Michael Carney, proposed manager
Approved 4 - 0

8. 7:55 PM **Request approval for placement of signs in town rights-of-way for Hill Orchard**
Peter Mahler, Chair, Conservation Commission
Carol Gumbart, Conservation/Resource Planner
Approved 4 - 0

9. 8:00 PM **Old/New Business**

~~1. Reorganization of the Board of Selectmen~~

1. Consider formation of 63 Main Street Task Force
Approved 4 - 0 to form task force, consisting of up to 11 members, to include 1 member each from the Board of Selectmen, Finance Committee, Permanent Town Building Committee and Historical Commission, and up to 7 members-at-large, including Main Street abutters

2. Consider expanding the Town and School Safety Task Force to include a Finance Committee member **and a Finance Committee alternate**
Approved 4 - 0 to appoint Kristina Greene as the Finance Committee member, with no alternate, effective the date RFP proposals are received by town

3. Request from Town Clerk Patty Dubey to appoint Susan Lavigne Thomas and Nicholas L. Ewing as Election Officers for terms expiring on July 31, 2019
Approved 4 - 0 to appoint Susan Lavigne Thomas and Nicholas L. Ewing as Election Officers for terms expiring on July 31, 2019

4. Reorganization of the Board of Selectmen
Approved 4 - 0
Mark Kost - Chair
Elizabeth Almeida - Vice Chair
G. Thomas Clay - Clerk

10. 8:10 PM **Consent Agenda- Request to approve the following**

Banner Requests

10.1 Event: Westford Academy Theater Arts presents “The Addams”
Approved 4 - 0
 Applicant: Stephanie Gosselin
 Banner Location: First Parish Church/Abbot School
 Banner Dates: October 26 - 29, 2018/November 7 - 10, 2018

Approved 4-0,
subject to public
safety
recommendations

Special License Request

10.2 Event: Acton-Boxborough Friends of Music Tune & Tapas
Applicant: Flemming Christensen
Location: First Parish Church
Date: December 7, 2018
Time: 6:00 – 10:30 PM

Town Common Request

10.3 Event: Veterans’ Day program
Applicant: Ryan Cobleigh, VSO
Date: November 11, 2018
Time: 8:00 AM – 2:00 PM

11. 8:15 PM **Board Reports/Updates**

None

12. 8:20 PM **Town Manager’s Report**

1. Discuss draft 2019 Board of Selectmen/Town Manager goals
Continued to November 13, 2018
2. Consider adoption of minimum wage increases for municipal employees, MGL Chapter 151, Sections 1, 2, 2A and 7
Approved 3 – 1 (Selectman Kost opposed)
3. Vote to designate Eric Heideman as Acting Town Manager with no appointing authority from November 7, 2018 to November 12, 2018
Approved 4 – 0

A. Contracts:

Approved
4 - 0

1. Massachusetts Cultural Council for a local cultural allocation for the Westford Cultural Council in the amount of \$5,700
2. TEC., Inc. for designer services on the Moore Road, Oak Hill Road and Plain Road Reconstruction Project in the amount of \$286,770
3. Jeff Mount for attendant/coordinator services at the East Boston Camps in the amount of \$34,750 annually from November 1, 2018 to October 31, 2021
Carol Gumbart, Conservation Resource Planner
Approved 4 – 0 a one-year contract with an expiration date of October 31, 2019, and a two-year option to renew

B. Purchase Order

1. Microsoft Exchange to CDW-G software licenses and support in

the amount of \$52,611.99

Approved 4 - 0

- 13. 8:25 PM **Correspondence**
- 14. 8:30 PM **Adjournment**

**Board of Selectmen
Correspondence
October 23, 2018**

Incoming Correspondence:

C 01	10-2-18	Order from Federal Energy Regulatory Commission
C 02	10-9-18	Enel proposed study plan
C 03	10-12-18	Mattress Firm bankruptcy filing
C 04	10-16-18	No. Middlesex Council of Governments meeting agenda

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.