



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 11-26-18 at 3:00 PM

MEETING AGENDA

Tuesday, November 27, 2018 at 7:30PM
Town Hall, Meeting Room, 55 Main Street

1. 7:30 PM **Call to Order**
2. 7:30 PM **Pledge of Allegiance**
3. 7:32 PM **Open Forum/FAQ/Announcements**
4. 7:40 PM **Request for comments on the Boston Road Reconstruction Project**
Paul Starratt, Town Engineer
It was the sense of the Board to have the Town Engineer proceed to the 25% design phase for this project
5. 7:50 PM **Update on the proposed creation of a stormwater utility, including fees and fee structure**
Paul Starratt, Town Engineer
Keith Readling, Raftilis
The Board stressed the need to hold several public meetings to receive resident and business input
6. 8:15 PM **Report on the pilot program for snow clearing services on Plain Road sidewalks and recommendation to expand sidewalk snow clearing practices**
Chris Barrett, Chair, Pedestrian Safety Committee
Voted 5 – 0 to continue to clear snow off the sidewalk on Plain Road and to begin clearing snow off sidewalks in the center of town this winter
7. 8:30 PM **Presentation of Fiscal Year 2020 Budget Message**
Jodi Ross, Town Manager
As the schools are seeking additional funding anticipating between 300-400 new students next year, the Selectmen requested documentation to support these projections
8. 9:00 PM **Review Town and School Safety Task Force's draft request for proposals (RFP) for qualified consultants to conduct a town and school wellness and**

behavioral health gap analysis

Voted 5 – 0 to release the request for proposals with the amendments made by the Selectmen

9. 9:10 PM **Old/New Business**

1. Request to ~~approve regulatory agreement for 2 Robbins Road~~ authorize the Town Manager to execute the Local Regulatory and Use Agreement between the Town of Westford and North WM Owner LLC (Two Robbins Apartment Homes)
Approved 5 – 0 and the Town Manager signed the agreement
2. Request to establish 2019 Board of Selectmen meeting schedule
Approved 5 – 0 with meetings amended to October 15 and 29, 2019, and December 17, 2019
3. Request to appoint Joseph Commare to the Cable Advisory Committee for a term expiring on June 30, 2019
Appointed Joseph Commare 5 – 0 to the Cable Advisory Committee
4. Vote to renew annual Board of Selectmen licenses
All annual licenses were approved 5 – 0 and signed by the board
5. Request from Kathy Auth, School Business Manager, to sign MSBA closeout documents for Abbot School roof replacement project, and Day and Robinson School window replacement projects
Approved 5 – 0 to authorize Chair to sign MSBA closeout and reimbursement documents for these projects, and the Selectmen thanked the Permanent Town Building Committee and Tom Ellis for their efforts on these projects
6. Request from Joan Bennett, Chair, Personnel Advisory Committee, to appoint Denise Vuilleumier to the Personnel Advisory Committee for a term expiring on June 30, 2021
Appointed Denise Vuilleumier 5 – 0 to the Personnel Advisory Committee

10. 9:20 PM **Consent Agenda**

11. 9:25 PM **Minutes for approval**

For Release

- 9-25-18 Regular session meeting minutes
- 10-9-18 Regular session meeting minutes
- 10-23-18 Regular session meeting minutes

Continued to
December 11, 2018

12. 9:30 PM **Board Reports/Updates**

Selectman Almeida reported that the 63 Main Street Task Force will hold its first meeting on November 29, 2018 at 6:30 PM at the new fire station meeting room

13. 9:35 PM **Town Manager's Report**

1. Reconsider vote of November 13, 2018 to waive building permit fees on the reconnection of poles on Route 40 at Oak Hill Road

Voted 5 – 0 to reconsider waiving the building permit fees for the Route 40 project

Voted 5 – 0 not to waive the permit fees for the Route 40 project

A. Contracts:

1. Community Preservation Act grant agreement with the Westford Housing Authority for the preservation of the Sargent School windows and provision of an ADA-complaint compliant ramp in the amount of \$147,141.00
2. Waterline Industries Corp. for the Forge Village Water Treatment Plant Media Replacement in the amount of \$548,677.00
3. F.G. Sullivan Drilling Co., Inc. for the cleaning and redevelopment of the Depot Road well in the amount of \$13,097.00

B. Purchase Orders:

1. Motorola, Inc. for dispatch communications upgrades in the amount of \$19,514.02
2. Colonial Ford Inc. for one police department 2019 Ford Explorer and two 2018 Ford Interceptors in the amount of \$108,978.70
3. Graybar Services Inc. for LED post top decorative street light fixtures in the amount of \$63,835.20

Approved 5-0

14. 9:40 PM **Correspondence**

15. 9:45 PM **Adjournment**

**Board of Selectmen
Correspondence
November 27, 2018**

Outgoing Correspondence:

C – 01 Selectmen’s comments on second further notice of proposed FCC ruling

Incoming Correspondence:

C – 02 Real property exemption for disabled persons legislation
C – 03 Clean Soils RE MassDEP RTN 3-35167
C – 04 Bankruptcy hearing notice, PGHC Holdings. Inc.
C – 05 DPU notice of filing and public hearing
C – 06 DPU notice of filing and public hearing
C – 07 Comcast notice of price changes

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.