



## 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, April 14, 2020  
6:30PM

Meeting will be held virtually– instructions are below

1. 6:30PM **Call to Order**
2. 6:30PM **Executive Session**  
To discuss negotiations with the Westford Police Association and the Westford Superior Officer's Association, as an open session may have a detrimental effect on the town's bargaining position
3. 7:00PM **Return to Open Session**
4. 7:00PM **Pledge of Allegiance**
5. 7:02PM **Update for the community on the COVID-19 situation and impact on residents of town operations during this period**
  - i. Review amended Annual Town Meeting Timeline
  - ii. Decisions to be made based on Chapter 53 of the Acts of 2020
    - a. Detrimental impacts to town departments if the Annual Town Meeting is not held by June 30, 2020
    - b. Consider whether to delay real estate and personal property tax collection from May 1, 2020 to June 1, 2020
    - c. Consider waiving interest and penalties for tax bills due after March 10, 2020 until June 30, 2020
    - d. Consider extending the filing deadline for Exemptions and Deferrals from April 1, 2020 to no later than June 1, 2020
    - e. Update on the "CARES Act"– does not apply to municipalities
  - iii. Request to approve a FY20 Coronavirus COVID-19 expense account with a limit of \$100,000 for spending associated with the Division of Local Services MA Department of Revenue – *Paul Fox, Facilities Director*
6. 7:30PM **Discussion and potential vote(s) on a new contract for Westford's Community Electric Aggregation Program including the following items:**
  - **Participation in the upcoming community electric aggregation bid solicitation process being managed by Good Energy LLC**
  - **Adding optional renewable energy upgrades for residents and businesses**
    - *Mike Berlinski, Chair, Energy Committee*
    - *Eric Heideman, Assistant Town Manager*
7. 7:55PM **Old/New Business**

8. 8:00PM **Minutes for Approval**  
Regular Session – For Release
- March 31, 2020
  - April 3, 2020
- Executive Session – Not for Release:
- March 31, 2020
  - April 3, 2020
  - April 7, 2020
9. 8:05PM **Board Reports/Updates**
10. 8:10PM **Town Manager’s Report**
- Receive direction regarding letter received from David Adams, trustee of the DHD Adams Realty Trust related to the property located at 41-42 Lowell Road, sale of lots 2 and 3
  - Request approval of the following:
    - Contracts:
      1. Markings Inc. for traffic line painting services at the unit prices submitted on their price proposal form included in the packet, as requested by the Highway Department
      2. One-year contract extensions with Aggregate Industries, All State Berm, Brox Industries, Newport Materials, P.J. Albert, and P.J. Keating for various bituminous concrete installation services, which were initially approved by the board on June 12, 2018. Contractor payments shall be based on their submitted unit pricing listed in the meeting packet, as requested by the Highway Department
    - Purchase Orders:
      1. Pathfinder Tree Service, LLC for tree removal/maintenance related services in the amount of \$20,000, as requested by the Highway Department
11. 8:15PM **Correspondence**
12. 8:20PM **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/7863210588726450190>.  
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).

**Board of Selectmen  
Correspondence  
April 14, 2020**

**Incoming Correspondence:**

- |       |         |   |
|-------|---------|---|
| IC 01 | 4/06/20 | Letter from John Daukas regarding the town's contract for recyclables collection, transportation, and disposal services               |
| IC 02 | 4/08/20 | Letter from trustee of the DHD Adams Realty Trust regarding 41-43 Lowell Road, sale of lots 2 and 3                                   |
| IC 03 | 4/09/20 | Memorandum of Understanding between the town of Westford and the Boxboro Regency Hotel relative to short-term first responder housing |
| IC 04 | 4/09/20 | Letter from the United States Environmental Protection Agency regarding the temporary policy on COVID-19 implications                 |
| IC 05 | 4/09/20 | United States Environmental Protection Agency COVID-19 implications for the Enforcement and Compliance Assurance Program              |

**Outgoing Correspondence:**

- |       |         |  |
|-------|---------|--|
| OC 01 | 4/09/20 | Letter to Preservation Massachusetts in support of nominating the Redevelopment of Abbot Mill Phase II for the Preservation Awards Program |
| OC 02 | 4/09/20 | KP Law response to John Daukas regarding the town's contract for recyclables collection, transportation, and disposal services             |

*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).*