



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 23, 2019

7:15PM

Town Hall, Meeting Room, 55 Main Street

1. 7:15PM **Call to Order**
2. 7:16PM **Executive Session to execute a Purchase and Sale Agreement including discussion of the Conservation Restriction and timing of closing on the Salt Box Farm located off Wright Lane and Hildreth Street as an open meeting may have a detrimental effect on the negotiating position of the town**
3. 7:30PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
 - Congratulate Matthew Anderson of Troop 159 for earning the rank of Eagle Scout
5. 7:35PM **Public Hearing - Request for a change of manager on an MGL Chapter 138, Section 12 beer and wine license to Jeffrey Viering, Chipotle, 174 Littleton Rd**

Jeffrey Viering, proposed manager
6. 7:40PM **Request to provide notice of the public charitable trust and associated restrictions to Middlesex County 4-H Fair, Inc. regarding the request for a lot line adjustment by Paul and Karen Tremblay**

Jeffrey Morrissette, Director of Land Use Management
7. 7:45PM **Westford Housing Authority requests Board of Selectmen consider whether to exercise their right of first refusal for 4 Sandstone Road, unit 24-2**

Lisa Larrabe, Executive Director, Westford Housing Authority
8. 7:50PM **Presentation by National Grid proposing their new cutting program for Westford**

Neil Doran – National Grid Merrimack Valley Arborist

9. 8:00PM

Request from the Pedestrian Safety Committee for support of the design of a sidewalk along Carlisle Rd from Rt 110 to Lyberty Way/Melissa Dr during FY 2020 with funding from the Princeton Westford Apartment Homes (PWAH) Gift Fund Account and that the project be submitted to the Complete Streets Funding Program for construction funding in FY 2021

Chris Barrett, Chair, Pedestrian Safety Committee

10. 8:15PM

Old/New Business

1. Discuss current insurance policy requirements for permission to possess or consume alcohol on town properties and consider establishing a town-wide policy for uniform insurance coverage limits

2. Update on stormwater funding options and possible abatements

Christine Collins, Tax Collector-Treasurer

3. Request to sign documents authorizing short-term borrowing to renew \$6,000,000 in existing BANs and bond the final \$1,000,000 to provide funding for the completion of the Roudenbush Rehabilitation Project

Christine Collins, Tax Collector-Treasurer

4. Update on 66-68 Boston Road regarding potential code or bylaw violations for farm stand and greenhouse, consider taking any action regarding APR compliance, and review agriculture plan

Ebi Masalehdan, property owner, 66-68 Boston Road

5. Discuss next steps for 35 Town Farm Road property and consider the formation of a task force to assist with identifying the future use of the building and/or to provide marketing assistance to sell the property and appoint members the following members:

- Roberta McGuire, 60 Chamberlain Road
- Nancy Cook, 25 North Main Street
- Juliette Mount, 51 Boston Road
- Lynn Cohen, 16 Fletcher Road
- Joyce Minosh, 9 Stone Ridge Road
- Marilyn Day, 51 Graniteville Road
- David Gutbrod, 74 Depot Street
- George Murray, 14 Heywood Road
- Bob Waskiewicz, 120 Groton Road
- Wanda Hall, 51B North Street
- Diane Hendriks, 11 Crown Road
- Helena Crocker, 34 West Street
- Ellen Harde, 39 Main Street

6. Receive recommendation from the 12 North Main Task Force on the next steps for the 12 North Main Street parcel

Jane Hughes, Chair, 12 North Main Task Force

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

1. Event: Respect for Life Vigil
Applicant: Thomas Materazzo
Date: May 16, 2019
Time: 6:00PM – 8:00PM

2. Event: Farmers Market
Applicant: Jodi Ross, Town Manager
Dates: Tuesdays, July 9th through August 27, 2019
Time: 2:30PM – 6:30PM

Banner Request

3. Event: Farmers Market
Applicant: Jodi Ross, Town Manager
Dates: July 2nd through July 12, 2019
Location: First Parish Church

12. 9:20PM **Minutes for Approval
For Release**

1. March 23, 2019 – Regular Session
2. March 26, 2019 – Regular Session
3. April 9, 2019 – Regular Session

13. 9:25PM **Board Reports/Updates**

14. 9:30PM **Town Manager’s Report**

1. Review draft request for proposals for design and engineering services for the Graniteville Athletic Complex

James Duane, Director of Parks and Recreation
2. Discuss topics and establish date for the 2019 Strategic Planning Retreat
3. Request approval of the following:
 - a. Contracts:
 - i. Westford Housing Authority for affordable housing consultant services for the remainder of FY19, (April, May and June 2019) in the amount of \$3,076.00 per month and FY20 in the amount of \$32,806.00 or \$2,733.83 per month
 - ii. Solitude Lake Management for pre-treatment surveys, chemical, algal, physical and mechanical treatments and post-treatment surveys in the amount specified in the attached Request for Quotes submission dated April 2019
 - iii. Tighe & Bond. Inc. for Professional Engineering Services for the Emerson Road and Jonas Road Water Main Replacement Project in the amount of \$35,000
 - b. Purchase orders:
 - i. Colonial Municipal Group for a 2019 Chevy Tahoe for the Westford Fire Department in the amount of \$45,899

15. 9:35PM **Correspondence**

16. 9:40PM **Adjournment**

**Board of Selectmen
Correspondence
April 23, 2019**

Outgoing Correspondence:

Incoming Correspondence:

IC 01	4/5/19	United States Environmental Protection Agency
IC 02	4/8/19	Letter from Paul Currier
IC 03	4/8/19	Invitation from Massachusetts Senate
IC 04	4/12/19	DEP Waterways Regulation Program Notification
IC 05	4/16/19	Verizon Forms 200 and 400
IC 06	4/16/19	Memo from Jeffrey Stephens – Playground materials
IC 07	4/16/19	Northern Middlesex Council of Governments 4/17/19 agenda
IC 08	4/16/19	Letter from Stephanie Anderson

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.