



TOWN OF WESTFORD
BOARD OF SELECTMEN

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

Action Taken

MEETING AGENDA

Tuesday, July 23, 2019

7:30PM

Town Hall, Meeting Room, 55 Main Street

Selectman Kost absent

1. 7:30PM **Call to Order**
2. 7:30PM **Pledge of Allegiance**
3. 7:32PM **Open Forum/FAQ/Announcements**

Selectman Almeida announced:

- **Principal Kevin LaCoste of the Col. John Robinson school was in a terrible accident this past weekend. The Selectmen's thoughts are with Kevin and his family during this difficult time. There has been a gofundme page created which may be found here: [Support for the LaCoste Family](#)**
- **The Selectmen and entire Westford community extend their sincerest sympathies to the family of Emily Edwards, who passed away this weekend. Emily was a very active volunteer in Town, and served on the Westford Conservation Trust Board, was active in the Rita Edwards Miller School PTO, and participated in fundraising efforts at East Boston Camps**

Selectman Hazelton thanked Jeff Stephens, Ellen Rainville, Jennifer Claro, Joe Targ, Tim Whitcomb, Town Manager Ross, and Assistant Town Manager Heideman for their help in setting up cooling stations over the weekend. He also thanked Public Safety as they were extremely busy over the weekend during the heat wave

Paul Starratt announced:

- **On Thursday, 7/24/19 beginning at 7:00AM, Pan Am and the Highway Department will be replacing the railroad grade crossings at Depot Street, in the area of East Boston Camps, and the crossing will be closed to all traffic**
- **On Wednesday, 7/31/19, Groton Road, in the area of Ace Hardware, will be closed for 5 days due to roadwork. Detours will be established**

4. 7:35PM **i. Public Hearing – Request for a change of manager on an M.G.L. Ch. 138, Approved 4-0 Section 12 all alcohol restaurant license at Summer Village Lodge, LLC, 6 Summer Village Road, to Dawn DeGennaro**

- Dawn DeGennaro

- ii. Public Hearing – Request for a change of manager on an M.G.L. Ch. 138, Approved 4-0 Section 12 all alcohol restaurant license at Burtons Grill of Westford, LLC, d/b/a Burtons Grill, 1 Cornerstone Square, to Jared Hoffman**

- Jared Hoffman

5. 7:40PM

Continuation of Public Hearing

Voted 4-0 to issue the order that the dogs shall not be permitted outdoors unless they are securely and humanely muzzled, are kept within a secure fenced-in enclosure from which they cannot escape, or they must be securely and humanely muzzled and restrained with a leash having a minimum tensile strength of 300 pounds, not exceeding 3 feet in length, held by an adult capable of controlling the dogs

Dangerous Dogs owned by Haley Gallagher and kept at 10 Wilson Farm Road; discussion and possible vote to issue alternative order in light of ruling by Ayer District Court

*Gregg J. Corbo, Esq., KP Law
Kirsten Hirschler, Animal Control Officer*

6. 7:55PM

Public Hearing – Pole Petition

Request from National Grid, job no. 28526446, to install 1 SO pole on Church Street beginning at a point approximately 20 feet northeast of the centerline of the intersection of Church and Broadway and continuing approximately 400 feet in a southwest direction, and to install a new pole, P 2-2, on town property across from 6 Church Street pole 2 for guy wire

REQUEST WITHDRAWN BY NATIONAL GRID

7. 8:00PM

Stormwater Management Discussion

The Board will make their decision at their meeting on Tuesday, 8/27/19

- Discuss impact on town and school budgets if stormwater management is funded through budgeting within the levy limit for fiscal year 2021
- Deliberate the various options for funding stormwater management

8. 8:20PM

Old/New Business

Approved 4-0

Town Manager Ross informed the Board that Ebi Masalehdan asked if the Town would consider purchasing the property from him. The BoS will consider bringing his request to Special Town Meeting if/when he submits his offer in writing

- i. Request by Christine Collins, Tax Collector/Treasurer, for execution of bond and note documents in connection with the Town’s August 14, 2019 bond and note issue
- ii. Discuss the Tree Risk Assessment of Historic Black Oak at Fletcher Library - *Ellen Rainville, Library Director, and Richard Barrett, Tree Warden*
- iii. Report on employee discount for Westford Partnership for Children afterschool program – *James Duane, Parks and Recreation Director*
- iv. Update on discussions with Ebi Masalehdan regarding 66-68 Boston Road
- v. Consider changing the title of the Board of Selectmen to the Select Board
- vi. Discuss Board of Selectmen August Meeting Schedule

The Board of Selectmen meeting dates will be changed to 8/20/19 and 8/27/19

9. 8:50PM

Consent Agenda- Request to approve the following

Voted 3-0-1 (Selectman Hazelton abstained) to review the Town Charter for gender neutral/inclusive language. Selectman Hazelton does not feel it is time sensitive, consistent with the BoS Special Town Meeting guidelines

Town Common and Band Stand Request:

- i. Event: Fall/Apple Event/Celebration
Applicant: First Parish Church United
Date: Saturday, October 19, 2019, rain date of Sunday, October 21, 2019
Time: 9:00AM to 5:00PM
- ii. Event: Annual Tree Lighting Ceremony with Chorus Concert and arrival of Santa by fire truck
Applicant: Marcie Burns, Westford Girl Scouts
Date: Sunday, December 1, 2019
Time: 3:30PM to 5:30PM

Approved 4-0 subject to public safety recommendations

Approved 4-0
subject to public
safety
recommendations

Application for Approval of a Special License:
iii. Event: Baby Birthday Party
Applicant: Steven D. Gervais
Date: Sunday, August 11, 2019
Time: 2:00PM to 6:00PM
Location: Stony Brook Fish and Game, 128 Lowell Road

Banner Request:
iv. Event: Holiday Bazaar
Applicant: Raghav Kare
Dates: Saturday, November 30, 2019 to Tuesday, December 10, 2019
Location: First Parish Church

10. 8:55PM **Minutes for Approval
For Release**

Approved 4-0
• July 9, 2019 – Regular Session

Approved 4-0 **Not for Release**
• July 9, 2019 – Executive Session

11. 9:00PM **Board Reports/Updates**

12. 9:05PM **Town Manager’s Report**

Animal Control Officer
Hirschler reported that the
Owners have complied with
the Board’s Decision and
Order

- i. Update on 6 North Street Notice of Decision and Order related to the dangerous dog hearing held on June 25, 2019
- ii. Request to extend Aaronap Cellars LLC’s Farmer Winery License at the Westford Farmers Market from 2:30PM to 7:00PM, previously approved by the Selectmen for 2:30PM to 6:30PM
- iii. Notify Selectmen regarding Republic Services demand notices for liquidated damages related to multiple failures of their company to meet contractual requirements
- iv. Request approval of the following:

Request withdrawn

Approved 4-0

- a. Contracts:
 1. Settlement agreement with Priscilla Way homeowners for the completion of the Common Driveway entering the development
 2. Vehicle lease agreement with the Lowell Regional Transit Authority for a 2019 E450 Cutaway Van to be used by the Council on Aging for a period of 84 months or 150,000 miles in the amount of \$1.00
 3. Contracts for Water Treatment Chemicals for Fiscal Year 2020 as listed in the meeting packet materials
 4. One-year contract extensions from the Highway Department with various contractors for bituminous concrete which were approved at the June 12, 2018 meeting, as listed in the meeting packet materials
 5. Memorandum of Understanding (MOU) for statewide contract VEH107 – Road Salt for the 2019 – 2020 winter season from the Highway Department in the amount of \$49.50 per ton
 6. Fox Painting Co, Inc., for painting services on the exterior of Town Hall in the amount of \$48,500.00

Approved 4-0

- 7. Woodard & Curran for licensed site professional (LSP) services related to the perchlorate mitigation efforts performed in compliance with the MA DEP's administrative consent order in the amount of \$55,000.00
- b. Purchase Orders:
 - 1. Motorola Inc. for **portable radios** in the amount of \$10,999.68
 - 2. Apple for school computers in the amount of \$14,700.00
 - 3. Bergeron Protective Clothing and Equipment for firefighter protective clothing in the amount of \$19,555.08
 - 4. Presidio for a DataDomain backup server in the amount of \$24,799.00
 - 5. Verizon for terrestrial telephone/data communications in the amount of \$25,000.00
 - 6. CDW-G for Chromebooks for Schools in the amount of \$58,410.00

13. 9:15PM

Correspondence

14. 9:20PM

Adjournment

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

Outgoing Correspondence:

OC 01	7/10/19	Notice of Hearing to Gallaghers
OC 02	7/10/19	Notice of Gallagher Hearing to Abutters
OC 03	7/11/19	Letter to Stony Brook School student Jefferey Laflamme
OC 04	7/11/19	Letter to Stony Brook School students Leiwant and Cassie
OC 05	7/12/19	Abutters notice relative to National Grid pole petition
OC 06	7/16/19	Letter to Stony Brook School student Mackenzie Adam
OC 07	7/18/19	Letter to Republic Services
OC 08	7/18/19	Email to Architectural Access Board regarding Wheelchair Lift Policy

Incoming Correspondence:

IC 01	7/1/19	Pole Petition from National Grid
IC 02	7/9/19	Email from Christine Roberge in favor of Oak Hill Road Improvement
IC 03	7/10/19	Letter from Architectural Access Board regarding Wheelchair Lift Policy
IC 04	7/11/19	Email from Kimberly Meiners regarding opposed to the Oak Hill Road sidewalk
IC 05	7/15/19	Letter from Melissa Scott regarding Eagle Scout, Matthew Scott
IC 06	7/15/19	Letter from KP Law regarding notice of rate increase
IC 07	7/16/19	Notice of Meeting from Northern Middlesex Council of Governments

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.