



Town of Westford Massachusetts

Town Manager's Newsletter

May 2020



Jodi Ross,
Town
Manager

jross@westfordma.gov
www.westfordma.gov/tm

Important:

Please sign up to receive updates on the latest road construction in town.

[Subscribe to Notifications](#)



Sign up for Westford's new Emergency Notification service: [Smart 911](#)

Annual Town Meeting is Postponed until Saturday, June 20

Memorial Day Observance Will be Broadcast on WestfordCAT Monday, May 25, 1:00pm

Annual Town Election Rescheduled to Tuesday, June 30



Watch Meetings Online



www.westfordcat.org

Dear Westford residents,

What a wonderful Westford community we have! We have continued to receive an abundance of donations from residents and local businesses for our public safety and other departments showing appreciation for and providing us assistance with managing the COVID-19 health crisis. I again would like to thank each and every one of you who have contributed. You have helped make our staff feel valued and appreciated, and kept us in proper gear and well fed!

Our Select Board has returned to their regular meeting schedule and will continue to meet virtually on the second and fourth Tuesday of each month at 7:00 PM. Please refer to their meeting agendas which are posted on our [Select Board agenda website](#) with instructions on how to access any of their meetings.

As the pandemic has continued to evolve, our Select Board has continued to provide the community with updates relative to any impacts on residents of town operations during this period:

- Our Annual Town Election on June 30th, 2020 will be held as usual with an emphasis on mail-in voting. If you would like to request an early voting ballot, you may do so at this link: [Early Ballot Application](#) or via email townclerk@westfordma.gov, or via fax (978) 399-2555, or via mail addressed to: Town Clerk's Office, 55 Main Street, Westford, MA 01886. Ballots will be mailed to you soon after we receive your request. Once you have completed your ballot, you may mail it back to us at the address listed above. Also, we have added an outside ballot drop box behind Town Hall for your added convenience.
- Our Select Board and town staff are continuing to consider options on how to safely conduct our Annual Town Meeting, which is presently scheduled for June 20th, 2020. The Select Board will make their final decision about our ability to safely hold the meeting on that date at their upcoming May 26th meeting.
- Our town staff are working diligently on a plan to reopen municipal buildings to the public when the current restrictions are lifted. These plans will include enhanced safety measures to protect our residents and our town staff.
- Replacing our traditional Memorial Day observance, and to comply with social distancing guidelines, Veterans Service Officer Ryan Cobleigh and others are creating a video which will be broadcast on WestfordCAT. The observance will air Memorial Day (Monday, May 25) at 1:00pm on Verizon Channel 35 and Comcast Channel 8. Ryan is also considering the possibility of having a volunteer play taps on the Town Common to honor our fallen veterans and their families.

For other important information on COVID-19, including resident services, the latest town department information, CDC guidance, testing sites in Massachusetts, daily updates, and more, please visit our town's website at www.westfordma.gov/COVID-19.

(Continued on next page)

WWW.WESTFORDMA.GOV

At the joint boards' meeting on May 12th, the Select Board, School Committee, and Finance Committee reviewed town department head Fiscal Year 2020 operating budget and capital year-end budget transfer requests due to the delayed town meeting. The Select Board and Finance Committee voted unanimously to approve all requested transfers, as allowed by the Municipal Modernization Act M.G.L. c.44, §33B.

The Select Board also voted to reorganize, and appointed Andrea Peraner-Sweet as Chair, Tom Clay as Vice Chair, and Mark Kost as Clerk.

On May 5th, a joint boards' meeting was held with the Select Board and School Committee to review the school department's contract with Dee Bus Service Inc., and determine payment terms in response to school closure through June 2020. The School Department has been working with town counsel and other local districts to review options and they recommended a payment of 45% of the current contract, which would cover the company's out of pocket costs. The Select Board recommended the School Department request the most updated financials from Dee Bus Service, Inc. before they commit to any percentage of payment. Once they have reached a tentative agreement, they will return to the Select Board to ask for support of the terms of the agreement.

On April 28, Assistant Town Manager Eric Heideman announced the town recently participated in a bid solicitation process, along with 26 other municipalities, to secure a new community electric aggregation contract, which will become effective in January 2021. He announced the base electric rate will be \$0.10385 per KWH and the town's default rate will be \$0.10708, which includes 10% additional renewable energy, as voted by the Select Board. Assistant Town Manager Heideman mentioned residents will have the option to opt-down to the base rate or to opt-up to 50% or 100% additional renewable energy. Public notices with the complete information will be sent out to residents shortly.

At that same meeting, the board reviewed the actions taken at WestfordCAT's Annual Meeting, which was held on April 16th, and considered WestfordCAT's appeal of the Select Board's intent to terminate the Memorandum of Understanding between the town and WCAT. As they were pleased with the recent actions of the WCAT board, the Select Board voted to rescind the letter of termination.

The Select Board and I publicly thanked town staff for their efforts to prepare to open the Westford Community Garden, which will open by the end of the month. Parks and Ground Supervisor Jonathan Revis has devised a hands-free way to open the gates and is working on a hands-free way to operate all of the water spickets.



After over twenty-five years of service to our town in the Fire Department, On-Call Firefighter/EMT James "Klicker" Klecak has recently retired. In addition to serving on the Fire Department, James also represented the Fire Department at numerous events in town throughout the years as a member of the Honor Guard. He also serves as Secretary on the Westford Firefighter's Association and is a member of the group who awards the Association's scholarship to graduating students from WA and NVTHS. The town is grateful to James for his years of service and thank him for a job well done. The Select Board and I extend my best wishes for a long, healthy, happy retirement.

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Unfortunately, due to the ongoing COVID-19 situation, the Select Board decided to cancel this year's Strategic Planning Retreat.

There are several openings on our local boards and committees, including: 12 North Main Street Task Force, 35 Town Farm Road Task Force, Affordable Housing Committee, Agricultural Commission, Board of Assessors, Commission on Disability, Communications Advisory Committee, Conservation Commission, Cultural Council, Election Officer, Energy Committee, Historical Commission, Nashoba Valley Technical High School District Committee, Parkerville Schoolhouse Committee, Parks, Grounds and Recreation Commission, Pedestrian Safety Committee, Permanent Town Building Committee, Westford Scholarship and Grant Committee, and Zoning Board of Appeals. I urge you to peruse our website for information about the work of these committees; and if you have interest, please complete a Citizen's Activity form at this link: [Citizen Activity Form](#).

Would you like more detailed information on the Select Board's meetings? Click the following links to access: [Select Board Documents](#) & [Select Board Meeting Videos](#).

Please stay safe and well, and if we may be of assistance, please reach out to us.

Sincerely,



Jodi Ross
Town Manager



The Westford Fire Department would like to congratulate Firefighter/Paramedic Rich Layne on his graduation from the 10-week recruit training program at the Massachusetts Firefighting Academy Stow campus.



May at the J.V. Fletcher Library

Our programs are generously funded by the Friends of the J.V. Fletcher Library, Inc.

Still Serving You: The Library staff continue to work remotely and are available to answer your questions. The best way to reach staff is through email at westfordlibrary@westfordma.gov. Reach out to us if you need your card number or a new card to access our [downloadable collections and services](#).



Enjoy the Library from Home: The Library has many free resources that are fun and educational. All you need is your Library card. If you can't find your card or need a new one, contact us at westfordlibrary@westfordma.gov.

- E-books – [Hoopla](#), [Overdrive](#), [Tumblebooks](#)
- Audiobooks – [Hoopla](#), [Overdrive](#)
- Magazines – [Overdrive](#)
- Movies – [Hoopla](#), [Kanopy](#)
- Music – [Freegal](#), [Hoopla](#)
- Online Courses – The Great Courses on [Kanopy](#), [Lynda.com](#), [Rosetta Stone](#)

Kids Website Scavenger Hunt: Sixteen stars are placed around our beautiful new website – funded in part by the Friends of the Library. Can you find them all? Go to the Kids page on our website or [click here](#) to learn more and view a list of clues. Write down your answers and email them to Nancy at nboutet@westfordma.gov and she will send you a Dog Man pencil! Make sure to tell her your mailing address and you can even tell her what color pencil you would like sent to you (color choices are posted on the website).

[Covid-19 Resources for Employers and Job Seekers:](#) Many of us are struggling with how COVID-19 is affecting our workplaces. We've updated our usual Resources for Job Seekers web page, and now it's COVID-19 Resources for Employers and Job Seekers. All our usual job seeker resources are still there, plus new information about applying for unemployment, the CARES act, the Paycheck Protection Program, disaster loans for small businesses, and links to food, housing and health insurance resources.

Westford Job Seekers is Going Virtual: Join us each Wednesday from 3-4:30 p.m. to explore a variety of topics on job seeking tips and career advancement. Virtual programs will take place via zoom. To attend a WJS Meeting, please email Dina Kanabar at dkanabar@westfordma.gov. Attendees will receive a link to access the Zoom Meeting via email. Weekly topics may be found on our [job seekers web page](#).

New every week! Virtual Storytimes and Arts and Crafts: The Youth Services Department has created a private Facebook page with story time videos and Arts and Crafts. We made this page private to honor the copyrights of the authors and publishers of the works we use. All videos will be removed after the time periods allotted by the copyright owners. Please feel free to tell your friends about us! On Facebook – search for J. V. Fletcher Library Youth Services Department - and send us a request to become a member. We hope you find something fun and entertaining for your children here. The Youth Service staff miss you and your children VERY MUCH! Join Ellen A. (and her dog Bernie), Nancy (and her cat Bear), Jacki, and Jennifer each week for new programs and storytimes. This is also the place to see updates on George, the Library Gerbil.

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May at the J.V. Fletcher Library (Continued)

Virtual First Chapter Fridays and Make and Take Mondays with YA Librarian Kate: Every Friday afternoon Kate will read the first chapter of a middle grade book and post the video to the J.V. Fletcher Library Youth Services private Facebook page. The books are aimed at the 5th-8th grade age range but the video posts will be fun for the whole family! All books read for FCF are available digitally with your J.V. Fletcher Library card."

Make and Take Monday is going virtual! Join Kate each week for a craft or project that can be made with items you might find around your home. Every Monday Kate will post a M&T video to the J.V. Fletcher Library Youth Services private Facebook page and to the J.V. Fletcher Library YA Instagram: @jvfletcherteens."

Virtual Book Club Meetings: The **Monday Mystery Book Club**, **Thursday Night Book Club**, and the **Nonfiction Book Club** continue to meet via Zoom. To view Reading Lists and meeting schedules, please visit our [Adult Book Clubs Page](#).

COVID-19 Digital Archive: The Library is collecting a digital archive of community members' experiences of the COVID-19 Pandemic in real time. There are multiple ways you can participate and submit your experiences to this archive. Record and submit a daily digital journal, or submit photos, or both! A staff member will review your submissions and get back to you. Please be aware that all submitted journals and photos will be assumed submissions to the archive.

Staff Recommends – Need suggestions for your next great read? Check out these selections from our staff! Our list includes titles that are available to download on [Overdrive](#) and [Hoopla](#). Still don't see anything that catches your interest? [Email us](#) and we will give you a personalized title recommendation.



*Apple Blossoms at Westford
By Leslie Jones
May 4, 1942
From The Boston Public Library*

Stormwater Management (Continued)

Information for Businesses



Put Waste in its Place for Clean Water in WESTFORD

As a business owner, you are responsible for all pollutants that leave your property. You play a big role in keeping our waterways clean and healthy! Do your part by keeping your property clean and properly storing your trash until pick-up.

Please Do :



- Inspect your dumpster daily.
- Make sure the lid is kept closed and locked.
- Check for leaks and replace, if needed.
- Schedule regular trash pick-ups to prevent the dumpster from becoming too full.

Please Don't :



- Don't place leaking containers in the dumpster when emptying trash.
- Though it's sure to get smelly, never hose down the inside of your dumpster.

Why is this necessary?

Rain that falls into and around your dumpsters can pick up trash and dirt as it drains away. Much of this water, or stormwater, ends up in our lakes, rivers, and streams. It's the fastest growing type of water pollution in Massachusetts. Stormwater pollution is bad business for our state's waterways. It harms fish and wildlife, makes our water unsafe to drink, and can spoil outdoor activities.

Business owners can do their part to keep Massachusetts' waterways clean.

Find more tips like these at www.ThinkBlueMassachusetts.org

Adapted from DCR's Division of Water Supply Protection stormwater materials and used by permission



Stormwater Management

LAWN CARE & THE ENVIRONMENT

Proper lawn care is important for a healthy lawn but is also essential to prevent pollution. Do your part and follow these simple practices to protect our local waterbodies and drinking water supply:



Fertilizer

- *Test your soil to determine fertilizer needs. You may not even need to fertilize your yard!*
- *Read the label carefully and always apply sparingly.*
- *Apply at the recommended times and use slow-release and phosphorus-free fertilizers.*
- *Sweep fertilizer off driveways, sidewalks, and roadways before it rains and ends up in our brooks and ponds where it can harm fish and cause algae blooms.*

Mowing

- *Recycle grass clippings by mulching them into your lawn or add them to a compost pile. Clippings are a natural fertilizer.*
- *Sweep or blow grass clippings off of pavement and away from storm drains & wetlands.*
- *Adjust your mower to cut grass 2" to 3" tall and keep the mower blade sharp.*



Watering

- *Conserve resources by not watering unless the grass really needs it.*
- *Water deeply and less frequently to encourage deep root growth.*
- *Observe any applicable watering restrictions*

For more information on lawn care and pollution visit:

- www.thinkbluemassachusetts.org
- www.westfordma.gov/stormwater
- www.mass.gov/guides/lawns-and-landscapes-in-your-watershed



Cameron Senior Center

Things are happening, even while the building is closed!

The Center is staffed Monday thru Friday from 8AM-4PM for your needs just give us a call at 978-692-5523. We look forward to talking with you.

COVID-19 Hardship Assistance Fund set-up to provide financial relief to residents

Our social services staff is working with families who are struggling with loss of job, childcare, and basic household needs. If you would like to help our neighbors please consider making a donation to the Cameron Senior Center and designate your check: COVID Hardship Assistance. All donations are tax exempt.

Health Insurance Guidance

The Cameron is offering SHINE (Serving The Health Insurance Needs of Everyone*) appointments on Monday, May 11 with Fred Baumert, SHINE Counselor and Westford resident. SHINE Counselors provide unbiased health insurance information one on one with individuals in their own communities, giving guidance on health care programs including Medicare, Medigap, Medicare Advantage Plans, Medicare Prescription Drug Coverage and more. Appointments will also be offered on Monday, June 8. To make a phone consultation appointment call the COA at 978-692-5523. SHINE is administered by the MA. Executive Office of Elder Affairs under a grant from The Administration of Community Living.

New Pet Food Initiative:

The Westford Animal Control Officer and Social Worker will work in collaboration to assist residents who are experiencing financial hardship caused by the Covid-19 crisis. The Cameron Senior Center will accept donations of pet food and necessities from 8-1 Monday through Thursday. Please leave items outside the main entrance door. Donations can also be left in the container outside the Westford Police Station entryway. Residents requesting assistance with pet supplies may call or email Alison Christopher LICSW at 978-399-2325 or achristopher@westfordma.gov M-F 8A-4P OR Kirsten Hirschler, ACO at 978-692-4574 or email Khirschler@westfordma.gov.



Cameron, Village Breakfast Restaurant and American Legion Post 159 and Cumming's Foundation sponsor Veteran's Breakfast

Friday May 22nd at 8am – Pick up or Delivery (and if open we can eat together once again)

In our appreciation we would like to invite veterans and their spouse to have a complimentary breakfast thanks to our sponsors. For your breakfast preference please choose meal choice below and call Katie at 978-399-2330 to reserve your breakfast choice.

- Meal Choice One - Pancake breakfast (optional toppings please specify: blueberry, strawberry, or chocolate chip.)
- Meal Choice Two - Scrambled eggs, home fries and your choice of bacon, sausage patties or links.

To view the complete Council On Aging Newsletter please visit our website: www.westfordma.gov/coa and click on [Newsletters](#).

Cameron Senior Center

Grab & Go Lunch and Jazz Concert with Justin Myers Trio Friday, May 29 at 12:30pm

A Grab and Go lunch will be provided at the Cameron starting at 11am. You will not need to leave your car simply drive to the side kitchen door where you will see steps and a friendly volunteer/staff face. There you will receive your reserved lunch window-side. Please call the Cameron at 978-692-5523 to reserve your sandwich lunch which includes chips, a cookie, a piece of fruit and your choice of Chicken salad, turkey and provolone, or ham and cheese. To view the Jazz Concert, tune to Westford CAT at 12:30pm. A donation may be given to support this and other Cameron programs.

Master Entertainer, Mickey Lorden is back for a free virtual concert for the Cameron Friday, June 12 at 12:30pm

Enjoy in the comfort of your home and lunch is included! Thanks to Paul's Diner (owner Sal Buonacore), Mark Kost and Drew Farms Men's Over 30 Softball Team we are going to provide a Grab & Go Lunch for just \$2. Lunch includes a bottle of water, chips and cookie, and your choice of an 8" Italian sub, turkey and American cheese with lettuce and tomato on a baguette, or a vegetarian wrap. Meal selection must be placed by Monday, June 1 by noon. Please call 978-692-5523. Grab & Go pick-up will begin at 11:00 at the Cameron and you won't have to get out of your car. Delivery is also available. Please let us know if you need delivery when you call to your reserve your meal. Mickey's Virtual Concert can be viewed on WCAT on Comcast 8 and Verizon.



Stimulus Payment Scam Awareness

Be aware that as stimulus payments are being sent out by the IRS, there are reports of scammers stealing these payments. Please take precautions to avoid becoming a victim of theft or identity fraud. If you have a 2018 or 2019 federal tax return on file and are eligible for a stimulus payment under the CARES Act, the IRS will deposit their stimulus payment directly into the bank account listed on their income tax return. Social Security recipients and railroad retirees will automatically receive a \$1,200 stimulus payment in the same way they receive monthly benefits, even if they did not file a return for 2018 or 2019. In order to protect payments and personal data, DO NOT click on links sent by email or text message that appear to originate from the IRS. The IRS will not contact individuals by telephone, email, social media or text message. To learn more about how to recognize and report phishing and online scams, please visit the IRS web site at www.irs.gov.



Westford Senior Center

To view the complete Council On Aging Newsletter please visit our website:

www.westfordma.gov/coa and click on [Newsletters](#).

Cameron Senior Center (continued)

We Are Here For YOU!

Please know that although the Westford Senior Center is closed to the public to support “social distancing”, our staff is still available daily to help.



We have the following ESSENTIAL services in place:

1. Social Services by phone, emails and only critical home visits.
2. Grocery shopping and non controlled prescription delivery are available for seniors or people with health conditions that make shopping more risky. This service is provided by the Cameron and Merrimack Valley Reserve Corps volunteers. For more info. please call Alison Christopher, Town Social Worker at 978-399-2325 or Annette Cerullo, Outreach Coordinator at 978-399-2326.
3. SHINE – Health Insurance Assistance (phone consultation).
4. Meals on Wheels Deliveries available, call ESMV to set up service at 1-800-892-0890.
5. Transportation to medical appointments, grocery shopping, pharmacy and other essential needs. Vans are limited to 2 riders at a time to ensure social distancing. Dispatcher is screening out riders for COVID-19 symptoms.
6. Weekly “friendly check-ins” by phone. If interested in receiving this service, please call the number below to sign up.
7. Medical Equipment Loaning: equipment will be left outdoors for pickup.
8. Westford Food Pantry – prebagged food will be given at the Cameron entry door Wednesdays 6:00-8:00 pm and Fridays 9:00-11:00 am. Please check the Westford Food Pantry website for updates. www.westfordfoodpantry.org For a prepacked delivered bag please contact Social Services at the number below.

Simply call the Cameron at 978-692-5523 or check our website for updates. www.westfordma.gov/coa

Health Department

TO: Healthcare Providers, Healthcare Facilities, COVID-19 Testing Sites, Local Boards of Health and the Community Tracing Collaborative

FROM: Catherine M. Brown, DVM, MSc, MPH, State Epidemiologist
Larry Madoff, MD, Medical Director, BIDLS

DATE: May 11, 2020

RE: Recommendation for Routine Molecular Testing of People Identified as Close Contacts to COVID-19 Cases

As the pandemic evolves, public health needs and priorities are evolving as well. The number of new cases seems to be slowly declining but as restrictions begin to loosen, it becomes increasingly critical that the healthcare and public health systems work together to identify every case. Rapid identification of cases and identification of their close contacts is a priority.

Close contacts of confirmed cases are the people most likely to become infected themselves. To facilitate identification of infections, molecular testing is recommended for all close contacts regardless of symptom status.

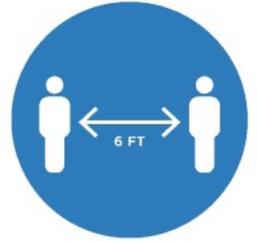
- Close contacts, regardless of symptoms associated with COVID-19, should be tested as soon as possible after they are notified of their exposure to COVID-19.
- Testing should be done by PCR or other molecular test from a nasopharyngeal, nasal, or oral swab or a sputum sample. Serologic (antibody) testing is not appropriate for this use.
- Symptom-based testing should occur at any time during the contact's 14-day quarantine period, even if the person previously had a negative test result within that same period.
- There should be a low threshold for determining if someone is symptomatic and new onset of any of the following symptoms—fever, cough, shortness of breath/difficulty breathing, chills, shaking chills, headache, myalgia, sore throat, or loss of taste or smell—in a close contact should trigger testing.
- The contact is required to quarantine for the full 14 days, even following a negative test result.
- Close contacts may present a letter or a text from the MA COVID Team or a letter from a local Board of Health indicating the need for testing.

Please refer to the website to find a convenient testing site:

<https://www.mass.gov/info-details/covid-19-testing#testing-sites>

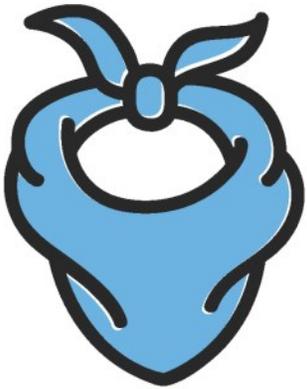
Health Department (Continued)

DO YOUR PART!

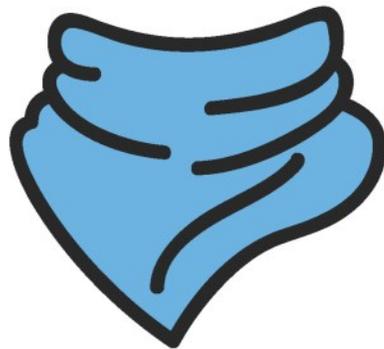


Face coverings are required by all individuals over two years of age when entering stores or businesses, and social distancing cannot be achieved.

This order is effective May 6th per the Westford Health Department



Bandana or Handkerchief



Scarf



Mask



Public Health
Prevent. Promote. Protect.

Health Department (Continued)

Use of Cloth Face Coverings to Help Slow the Spread of COVID-19

How to Wear Cloth Face Coverings

Cloth face coverings should—

- fit snugly but comfortably against the side of the face
- be secured with ties or ear loops
- include multiple layers of fabric
- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape

CDC on Homemade Cloth Face Coverings

CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), **especially** in areas of significant community-based transmission.

CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.

Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cloth face covering without assistance.

The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.

Should cloth face coverings be washed or otherwise cleaned regularly? How regularly?

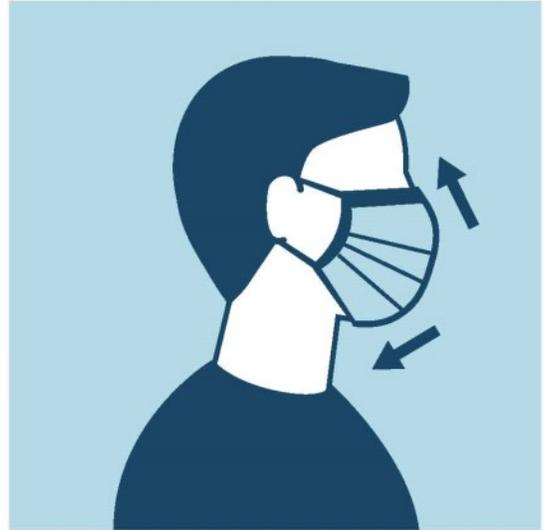
Yes. They should be routinely washed depending on the frequency of use.

How does one safely sterilize/clean a cloth face covering?

A washing machine should suffice in properly washing a cloth face covering.

How does one safely remove a used cloth face covering?

Individuals should be careful not to touch their eyes, nose, and mouth when removing their cloth face covering and wash hands immediately after removing.



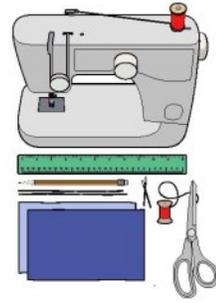
www.cdc.gov/nCoV

Health Department (Continued)

Sewn Cloth Face Covering

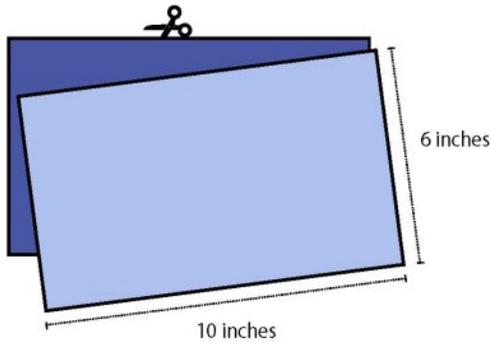
Materials

- Two 10"x6" rectangles of cotton fabric
- Two 6" pieces of elastic (or rubber bands, string, cloth strips, or hair ties)
- Needle and thread (or bobby pin)
- Scissors
- Sewing machine

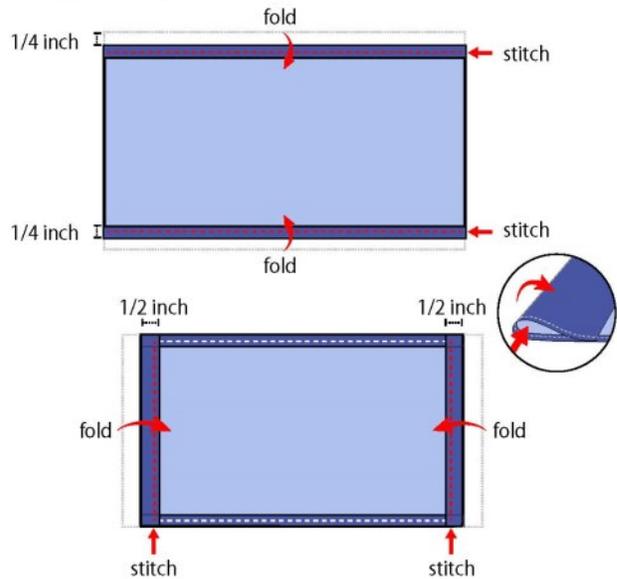


Tutorial

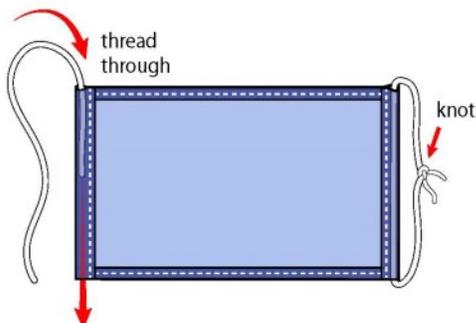
1. Cut out two 10-by-6-inch rectangles of cotton fabric. Use tightly woven cotton, such as quilting fabric or cotton sheets. T-shirt fabric will work in a pinch. Stack the two rectangles; you will sew the cloth face covering as if it was a single piece of fabric.



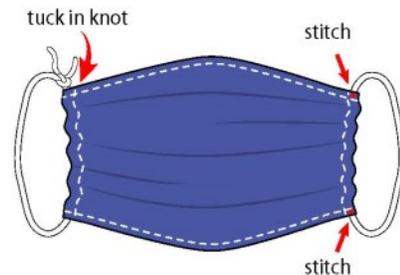
2. Fold over the long sides 1/4 inch and hem. Then fold the double layer of fabric over 1/2 inch along the short sides and stitch down.



3. Run a 6-inch length of 1/8-inch wide elastic through the wider hem on each side of the cloth face covering. These will be the ear loops. Use a large needle or a bobby pin to thread it through. Tie the ends tight. Don't have elastic? Use hair ties or elastic head bands. If you only have string, you can make the ties longer and tie the cloth face covering behind your head.



4. Gently pull on the elastic so that the knots are tucked inside the hem. Gather the sides of the cloth face covering on the elastic and adjust so the mask fits your face. Then securely stitch the elastic in place to keep it from slipping.



Health Department (Continued)

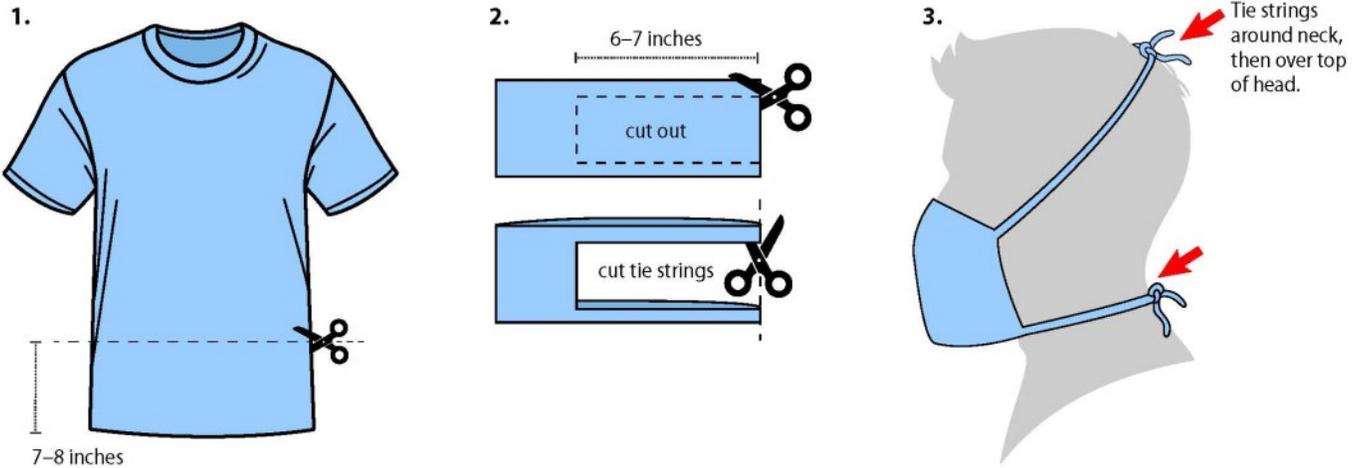
Quick Cut T-shirt Cloth Face Covering (no sew method)

Materials

- T-shirt
- Scissors

www.cdc.gov/nCoV

Tutorial

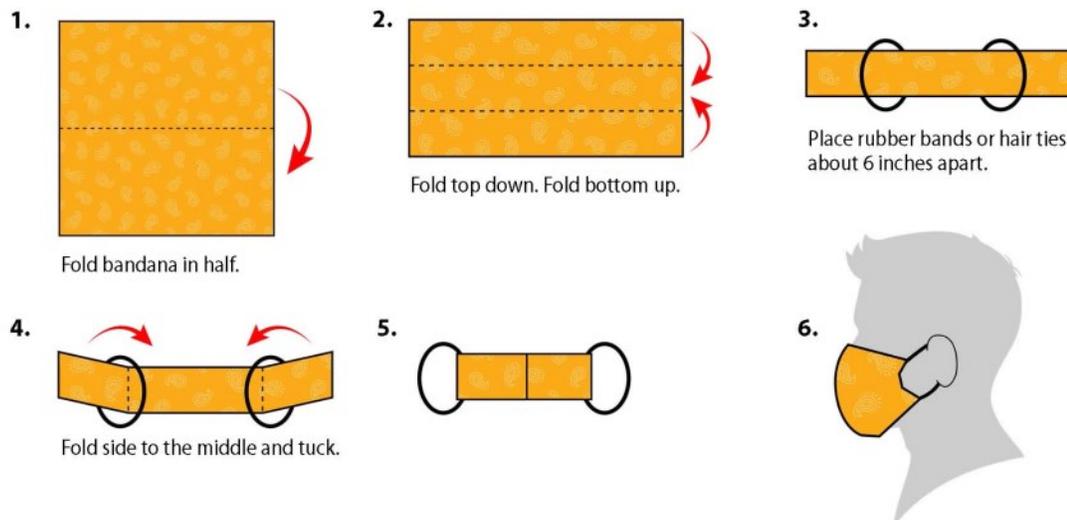


Bandana Cloth Face Covering (no sew method)

Materials

- Bandana (or square cotton cloth approximately 20"x20")
- Rubber bands (or hair ties)
- Scissors (if you are cutting your own cloth)

Tutorial



Recycling Commission

Looking to Step up Your Recycling Habits during the current Downtime? Get Composting with an Earth Machine!

Here in Westford we're good recyclers. A recent audit at the Billerica Waste Management sorting facility showed that 91% of the recycling we send there is clean and acceptable content.

In most Westford homes, we grab our paper, rinse our bottles and cans, toss them in our totes and it's out to the curb. We've got it down pat.

But there's more to do. One of the heaviest portions of our trash is compostable material like coffee grounds and vegetable peels. If we could get that wet, heavy stuff out of our trash, we'd be saving the town significant trash processing fees.

The Earth Machine is a sturdy, compact solution. It's easy to set up in a corner of your yard and will give you rich compost for your garden. Even if you never use the compost, you're keeping hundreds of pounds of organic waste out of your trash and helping Westford's bottom line.

The Recycling Commission has Earth Machines available now, for \$25. Call Denise Seyffert at 978-692-6986 for delivery. And thank you for recycling.



Promote composting –

Since people are home now... in stock

And cooking at home...

Hey if you're bored look at Recyclepedia: <https://recyclecoach.com/residents/recyclepedia/>

Due to the Coronavirus pandemic, the following upcoming events have been postponed:

Used electronics may be dropped off with the vendor that takes them at the collection, Northeast Material Handlers. But there are no drop-offs currently, due to Coronavirus restrictions. When restrictions are lifted, electronics can go to:

Northeast Material Handlers, 11 Tannery Street, Ayer, MA

Please check their website (LiquidatedStuff.com) first or call ahead at (978) 772-4545.

The next **Household Hazardous Waste** collection for the Town of Westford will take place in the Spring of 2021 rather than the Fall of 2020.

Residents who wish to dispose of household hazardous products prior to Westford's collection event can take waste to one of the following facilities (once restrictions due to the Coronavirus pandemic are lifted).

Important: Please visit each facility's website for the details on:

- Dates and times the center is open
- Fees
- Forms of acceptable payment
- The list of accepted hazardous products

[Minuteman Hazardous Products Regional Facility](#)

at the Lexington Compost Facility

60 Hartwell Avenue

Lexington, MA 02421

[Clean Harbors](#)

1 Hill Avenue

Braintree, MA 02184

Community Tree Service - 163 Billerica Road, Chelmsford; 978-256-0341. Dump site is open M-F (year-round) 7:30am-4pm, Sat. (April to June only) 8am-2pm. The following are accepted, but cannot be mixed: 1.) brush - up to 1.5" in diameter (no dirt, no stones), 2.) Logs and stumps, 3.) clean wood waste - pallets, fencing, scrap lumber - but nothing painted, stained, or pre-treated. Fee per yard; dumpster pick-up arranged. Please call Community with any questions.

BMC Corporation - 1079 South St., Tewksbury (composting site); 781-273-0398 or 978-667-2171; www.tsoil.com (M-F 7am-4pm, Sat. 7am-noon, weather permitting). Check the list at the bottom of their home page for towns included. Cost for load of brush and branches is \$15.00/yard (2 yard minimum). Note: The average size pick-up truck bed holds 2 yards. They also accept logs, call for pricing and size restrictions.

**Westford thanks you for recycling,
reducing, repurposing, and reusing!**
www.westfordma.gov/recycling

