



Town of Westford Massachusetts

Town Manager's Newsletter

January 2019



Jodi Ross,
Town
Manager

[jross@westfordma.gov](mailto:ross@westfordma.gov)
www.westfordma.gov/tm
978-692-5500

Important:

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

[Subscribe to Notifications](#)



February Book Sale
February 8 - 10th
J.V. Fletcher Library
See Page 3 details

Nomination Papers Due
By Tuesday, March 19th

Annual Town Meeting
Saturday, March 23,
10 a.m., Abbot School

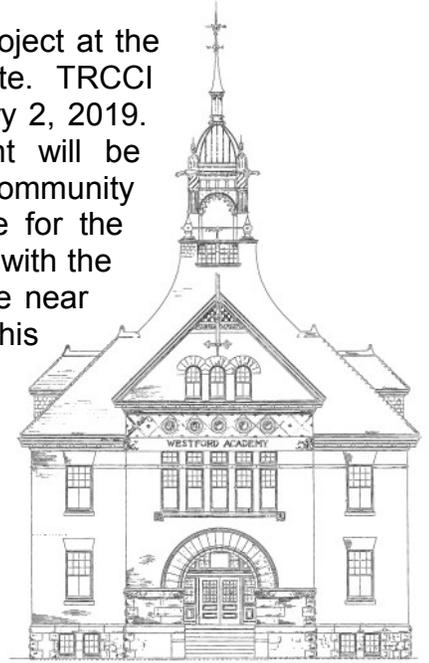


Watch Meetings Online
westford CAT
community access television
www.westfordcat.org

Dear Westford residents,

I am pleased to announce that the rehabilitation project at the Roudenbush Community Center is now complete. TRCCI moved back in and the facility reopened on January 2, 2019. Our Parks, Grounds and Recreation Department will be moving from Millworks to the third floor of the community center at the end of this month. An open house for the public will be held some time in February or March, with the date and time published on our town website in the near future. I hope you will join us for a tour of this beautifully renovated building.

As we begin 2019, please note these important dates in your calendar: our Annual Town Meeting will be held in the Abbot School gymnasium on March 23, 2019 at 10:00 a.m. Budget hearings by the Selectmen and Finance Committee with department heads to discuss proposed FY20 budgets are in process at this time. Citizen petition articles must be submitted by January 22nd at 2:00 p.m. to my office. The Selectmen will start their review of and recommendations for the various warrant articles beginning at their February 12th meeting. Please join us or tune in to our Selectmen's meetings on WestfordCAT if you are interested in following these discussions.



Roudenbush Building from original architectural plan, H.M. Francis-1896

Nomination papers became available at the Town Clerk's office starting January 2nd for our May 7th Annual Town Election. If you are interested in running for a Westford public office, a list of the open positions may be found here: [Candidate information here](#). Nomination papers are due back to the Town Clerk by Tuesday, March 19th at 5:00 p.m.

Our Board of Selectmen and School Committee have supported the need for school and town representatives to seek assistance in evaluating the overall safety of our schools and certain town buildings. The Town and School Safety Task Force released two Requests for Proposals pertaining to these goals. In December, the task force reviewed proposals submitted by consultants for the Town and School Facilities and Procedures Security Risk Assessment Project. Two firms were interviewed on January 4th, and the task force will make a recommendation for contract award to the Selectmen at their January 22nd meeting. The Wellness RFP is currently on hold pending the analysis of any overlap with the facilities and procedures assessment project.

The Selectmen formed a trash and recycling working group who are examining inconsistencies in our trash and recycling service we provide our residents. The group will be reporting an update to the board at their January 22, 2019 meeting.

(Continued on next page)

WWW.WESTFORDMA.GOV

The Selectmen also formed a 63 Main Street Task Force to recommend future usage of that property. The task force will report to the board with an update, and also seek what action the Selectmen direct us to take on the new town center building at the Selectmen's January 22, 2019 meeting.

You may have noticed that the conversion of the town's street lights into more energy efficient LED lights has begun. As you will recall, this conversion was made possible through our 5th Green Communities Grant in the amount of \$250,000. Assistant Town Manager Eric Heideman has been overseeing this project and hopes to have all street lights retrofitted with LED lights by March 1, 2019. If you have any issues with the new street lights, please reach out to Eric at ehaideman@westfordma.gov.

Please join me in wishing police Lieutenant Dave Connell a long, healthy, happy retirement after 36 years of outstanding service to our town. He started his law enforcement career in Westford in September 1982 as an auxiliary police officer, and moved up through the ranks over the years to his most recent post as Commanding Officer of the Special Services Division. Lt. Connell established the K9 program at Westford Police Department in 1997 and was the first K9 handler the department had, a position he held for over 10 years. He also served as a member of Northeastern Massachusetts Law Enforcement Council Tactical Police Force/Special Operations Unit, and he was a founding member of the Central Middlesex Drug Task Force.

There are several openings on our local boards and committees, including: 12 North Main Task Force, Affordable Housing Committee, Agricultural Commission, Board of Water Commissioners, Communications Advisory Committee, Community Center/Mill Works/Recreation Department Task Force, Cultural Council, Healthy Westford Committee, Historical Commission, Parkerville Schoolhouse Committee, Parks and Recreation Commission, Pedestrian Safety Committee, Permanent Town Building Committee, Westford Scholarship and Grant Committee, Zoning Board of Appeals, and others. 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](#) or stop by and fill out a form in the Town Manager's office.

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

Happy New Year to all!

Sincerely,



Jodi Ross
Town Manager



One of four grotesques atop the Roudenbush Building.

January at the J.V. Fletcher Library

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

Sunday Hours: Resumed on Sunday, Jan. 6, 2019 and run thru Sun., April 28. On Sundays the Library is open from 2 to 5 p.m.

The Friends February Book Sale is on the horizon: Mark your calendars for the weekend of Friday, Feb. 8, Sat., Feb. 9 and Sun., Feb. 10. A Friends Members Only Sale will be held on Friday evening from 6:30 to 9 p.m. A Friends membership (which may be purchased at the door) is necessary for attending the preview sale. The entire public is invited Saturday for an all-day sale, 10 a.m. to 5 p.m. and to the special half price extravaganza on Sunday from 2 to 4 p.m.

Cookbook Club: Thu., Jan. 17 at 7 p.m. The Cookbook Club is dedicated to exploring cookbooks and sampling new recipes. We meet on the third Thursday of the month. Our January pick is *Indian Cooking Unfolded* by Raghavan Iyer. Copies are available for check out at the Main Desk. If you would like to bring a dish from the cookbook (not required to participate), please contact Sarah Regan in Information Services at 978-399-2309. No registration required.

Ukulele Strum Along: Sat., Jan. 26 from 2 to 3 p.m. Learn to play by playing! Focusing on 2 and 3 chord songs, this program is for the beginner ukulele player who wants to practice and play music with others. Ukuleles available to borrow, and songs are projected onto a screen so no music stands or books necessary. This program is open to adults and teens. Register online or in Information Services to borrow a ukulele, or just drop in with your own.

Monday Mystery Book Club: Mon., Jan. 28 at 10:30 a.m. Wake up your week with a stimulating book discussion! We meet on the fourth Monday morning of each month @ 10:30 a.m. in the Mary Atwood Room. Our January selection is *A Gentleman in Moscow* by Amor Towles. Copies of the current selection are available for check-out at the Main Desk. New members are always welcome. No registration required. Drop in!

An Evening with President James Madison: Thu., Jan 31 at 7 p.m. Meet President James Madison! Brought to life by performer Bill Lewis, Madison will speak about his experiences, from the Constitution to the first few presidents, to the friendship and challenges of the Federalists. Hear about the struggle to build a country whose government is based on the consent of the governed. The President will talk about almost any issue and any of his colleagues. The audience is encouraged to question, comment, and debate. See how many of the issues confronted then — slavery, money, power, and more — remain relevant today. FREE! Ages 14 and up. Register online or call Information Services at 978-399-2304.

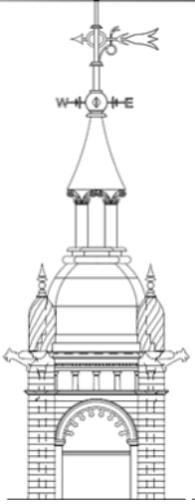
Advanced Snap Circuits and Takeaparts: Friday, February 1 from 3:30 - 4:30 p.m. We have five exciting Snap Circuits kits to play with: RC Cars, Light, Motion, Arcade, and 3D Illumination. Preregister online. This free program is for children in grades 3 to 5.

Lego® Club: Saturday, February 2 from 2 to 3 p.m. Come create something fun with Library Legos®. All creations will be displayed in the library until the next time we meet. Free drop-in for ages 5 and up with parent or caregiver.

Harry Potter Book Night: Celebrating Hogwarts: Thursday, February 7 from 4 to 8 p.m. It's all things Hogwarts at the library. The staff of the J.V. Fletcher Library will be on hand to provide a spellbinding experience celebrating the magic of J.K. Rowling's amazing books – there will be plenty of picture opportunities, magical games, and enchanting activities throughout the library. Move around at your own pace, drop in any time between 4 and 8 p.m.

Parks and Recreation Update

We're Moving on January 28



**Come visit us at our
new administrative offices.**

Westford Parks & Recreation
65 Main Street, 3rd Floor (Roudenbush Building)
Westford, MA 01886

978-692-5532 | westfordrec.com



Photo Courtesy of Michelle Collett, Assistant Director, Parks & Recreation



65 Main Street, 3rd Floor:
*Inside views of the Westford Parks & Recreation new office space.
Reach us by stairs, or by elevator (In the entrance way on the right.)*

Town Clerk's Corner

The **2019 Census** is in your mailboxes. Please take a moment to complete and return this important document. The only way to ascertain the current population for grant awards, state funding and school children is through the census.

Dog licenses for 2019 are now available. A current rabies certificate and appropriate fee are all you need to license your dog for the calendar year. Please remember that the grace period for licensing your dog ends on March 31st of every year. Avoid the \$25 late fee and license your dog today.

The deadline to submit a [petition articles](#) to the Town Clerk's Office for inclusion on the Annual Town Meeting warrant is **Tuesday, January 22, 2019 at 2:00 pm**. Refer to [A Guide to Town Meeting in Westford](#).

Annual Town Meeting: Saturday, March 23, 2019

Annual Town Election: Tuesday, May 7, 2019

Nomination papers for the **May 7, 2019 Town Election** are available at the Town Clerk's Office for the following offices:

The deadline to file nomination papers bearing the signatures of at least 50 Westford voters is Tuesday, March 19th at 5:00pm.

| Office | # Positions | Terms expiring for: | Length of term |
|-------------------|-------------|---|----------------|
| Selectmen | 2 | J. Scott Hazelton Andrea Peraner-Sweet | 3 years |
| Board of Health | 2 | Stephanie D. Granger Susan Hanly | 3 years |
| Housing Authority | 1 | Janine McCormack | 4 years |
| Housing Authority | 1 | Muriel T. Drake | 5 years |
| Library Trustees | 2 | Kathleen Canavan Elizabeth Diercks | 3 years |
| Library Trustees | 1 | Glen Secor | 2 years |
| Planning Board | 1 | Michael Green | 5 years |
| School Committee | 2 | Arthur Benoit Alicia D. Mallon | 3 years |



Cameron Senior Center

The Cameron offers many activities and services in January

Our Mission: The C.O.A. promotes physical, emotional, economic well being of aging adults and their engagement in all realms of community life. So Come join us!!!

INCLEMENT WEATHER POLICY:

Please remember that the Cameron follows the same inclement weather procedures as Town Hall. To find updated inclement weather information please go to <https://westfordma.gov> or simply call the center at 978-692-5523 after 6:30AM and receive current information on delay/closure.

Sweetheart Luncheon featuring Leeny Del Seamonds

Sponsors: Council on Aging Board, Cummings Foundation, Friends of the Cameron Senior Center, Rivercourt Residence and Westford Rotary Club and Girl Scout Troop 85410

When: February 14, 2019

Where: First Parish Church United (located at 48 Main Street)

Time: 12:00

Last performance in Westford before moving so let's enjoy Leeny Del Seamonds in her performance, **It Takes Two to Tango**, an alluring, witty and insightful look at the triumphs and tribulations of relationships spiced with Leeny's Cuban-American sense of humor and peppered with her passion and fire. Friends Members: Free and Non-Friends members: \$15 We know this event will fill up quickly please remember Westford residents receive first preference.



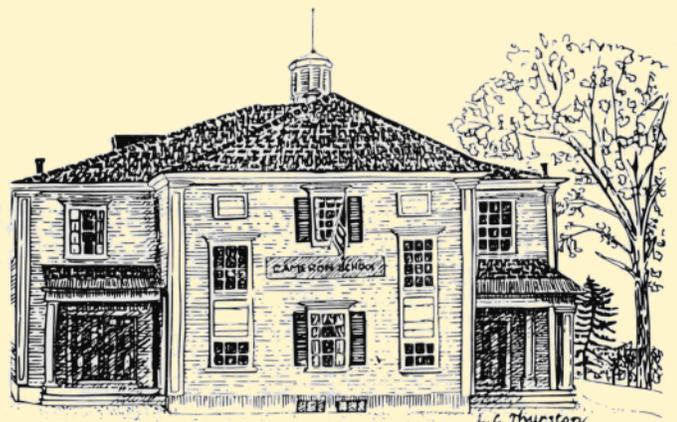
CAMERON MOVIE NIGHT - 1/17 & 2/21 at 4:30 PM

On the 3rd Thursday of every month from 4:30 – 6:30 p.m. a movie, popcorn and light meal are offered for \$3.00. In January we will be watching *While You Were Sleeping* and in February *The Book Club*. Please call to sign up at 978-692-5523 three days prior to the movie for food shopping.

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

www.westfordma.gov/coa

and click on [Newsletters](#).



Westford Senior Center

Cameron Senior Center (Continued)

REAL ESTATE TAX EXEMPTIONS

There are several tax exemptions *you may qualify* for to **help reduce your tax burden**. From Nov. 1st until April 1st you may apply for these exemptions through the Assessor's Office and if you need assistance completing the applications Annette, the Outreach Coordinator can assist you. For more information contact Annette at 978-399-2326 or the Assessor's office at 978-692-5504.



2018 INCOME TAX HELP At THE CAMERON

Hal Schreiber, our volunteer tax expert, will be back this year to complete your 2018 federal and state income tax returns and we could not be more pleased. Due to the large number of tax returns being prepared at the Senior Center, Dick Severyn will also be back to assist Hal. This is a free service sponsored by your Senior Center and there are no age or income limits. Please call the Senior Center at 978-692-5523 to schedule an appointment. Hal has all the federal and state tax forms that are needed to be filled out – you do not need to bring any blank tax forms with you. To learn what you need to bring please feel free to call the senior center or visit the Town website at www.westfordma.gov, click on Council on Aging and look for monthly newsletter and their your will find needed information.



2018 Circuit Breaker

The Circuit Breaker is a method for refunding some of the property taxes or some of the rent that you paid in calendar year 2018 for the home that you lived in as your main home. The amount of the refund (if any at all), up to the maximum allowed for the year (\$1,100 for 2018), depends upon the amount of property tax or rent paid in comparison to your total income. A portion of any water or sewer charges that you paid in the calendar 2018 can be added to your property tax for computing the amount of the refund. Your main home can be a single-family residence, a multiple family residence, a condominium, or an apartment. However, you are not eligible for the refund if you rent a home from the Housing Authority, or from any other tax-exempt entity, or receive any federal or state subsidy. If you own the home, the home's assessed value, as of 1 Jan 2018, must be less than \$778,001.

The refund is available for those who are age 65 or older (if married, only one spouse needs to meet the age requirement) and whose total income for 2018 is less than \$88,001 (married filing a joint tax return); \$73,001 (filing a head of household tax return); and \$58,001 (filing a single tax return). The refund is not available if you are filing a married separate tax return. To obtain the refund, you need to file a Massachusetts tax return **even if your total income is zero.**

Homes that are owned by a trust:

If your main home is owned by a revocable (grantor) trust and you are a trustee, then you are treated as the home owner.

If your main home is owned by a revocable (grantor) trust and you are not a trustee, then you are treated as a renter.

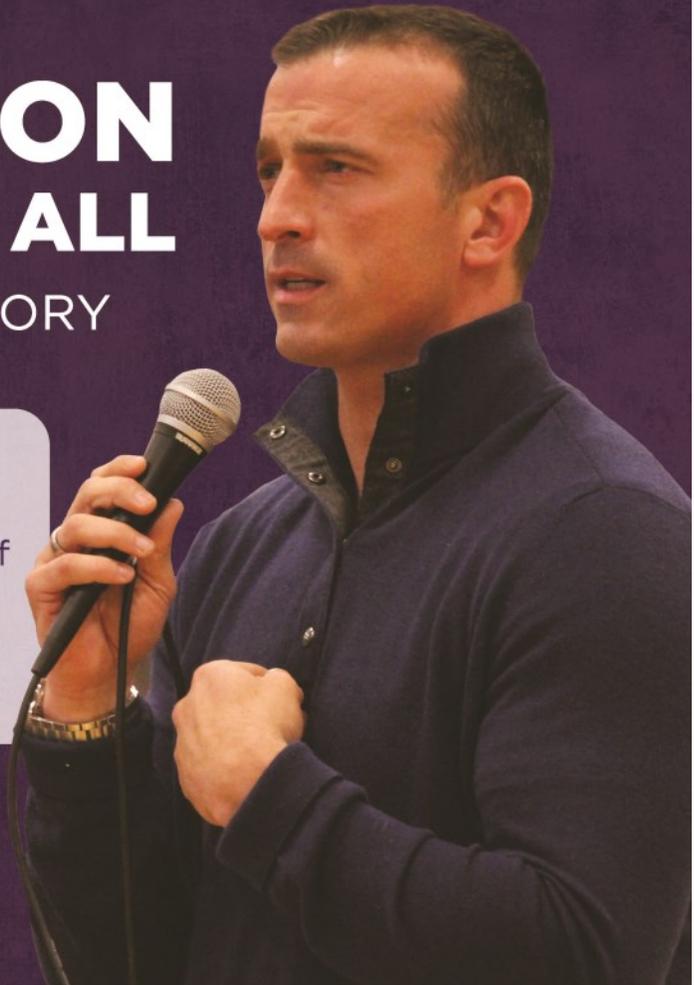
If your main home is owned by an irrevocable trust, then you are treated as a renter.

Health Department

PREVENTION STARTS WITH ALL

THE CHRIS HERREN STORY

Please join us for an inspiring presentation, as Chris shares his journey navigating the disease of addiction, the road to recovery and his mission to reach just one person and make a difference.



DATE: Jan 31st

TIME: 7PM-9PM

LOCATION: Westford Academy
Performing Arts
Center

Brought to you through the generosity of:
Westford Against Substance Abuse "WASA"
Westford Parent Connection "WPC"
WASA Last Night
WASA Teen Center
Westford Family FunFest

ABOUT CHRIS HERREN

Chris Herren, a basketball legend from Fall River, Massachusetts, was an All-American, broke scoring records and was recruited by the nation's top colleges. Herren realized his lifelong dream of playing in the NBA when he was drafted by the Denver Nuggets in 1999 and then traded to his hometown team, the Boston Celtics, before losing his career and almost his family to the disease of addiction.

A person in long term recovery, Chris inspires people to start the conversation on wellness and educate themselves on the disease of addiction. It is his hope that strength will be found in the struggle and communities will come TOGETHER to address the issue of substance use disorder, advocate for effective treatment and embrace the power of recovery.

Learn more @ www.herrentalks.com

Health Department (Continued)

5 Minutes to a Healthier Home

Think you don't have enough time to make your home a healthier and safer place?

**Think again!
You can do these steps in 5 minutes.**

Test your smoke alarm.

Using smoke alarms in your home cuts your risk of dying in a fire in half.

Program the number for poison control into your cell phone: 1-800-222-1222.

Everyday in the United States, over 300 children ages 0 to 19 are treated in emergency departments for poisonings.

Wash your hands with warm, soapy water for at least 20 seconds (about the time it takes to sing the song "Happy Birthday" twice).

Each year, about **48 million Americans get sick** from eating contaminated or improperly prepared foods.

Do a 3-minute "clean sweep." Pick one small area of your home – like your junk drawer or stairs – and take 3 minutes to sort the items and get rid of what you don't need.

Clutter can collect dust, mold, and other allergens and gives pests a place to hide. If clutter is left on the floor or stairs, it can cause you to trip and fall.

Make your home smoke free. Never let anyone smoke anywhere in or near your home.

Parents are responsible for **90%** of their children's exposure to smoke.

Check your locks

Make sure locks function correctly and can be operated by a child in an emergency

Have 5 more minutes?

Log on to www.hud.gov/healthyhomes for information on topics like lead, mold, radon, asbestos, pests, and more!



Health Department (Continued)



Centers for Disease Control and Prevention



Preventing the Flu: Good Health Habits Can Help Stop Germs

The **single best way to prevent seasonal flu is to get [vaccinated](#)** each year, but good health habits like respiratory illnesses like the flu. There also are [flu antiviral drugs](#) that can be used to treat and prevent flu. The tips and resources below will help you learn about steps you can take to protect yourself and others from flu and help stop the spread of germs.

Get Vaccinated: The seasonal flu vaccine protects against the influenza viruses that research indicates will be most common during the upcoming season. There are several [flu vaccine options for the 2018-2019 flu season](#).

Avoid close contact: Avoid close contact with people who are sick. When you are sick, keep your distance from others to protect them from getting sick too. **Stay home when you are sick:** If possible, stay home from work, school, and errands when you are sick. This will help prevent spreading your illness to others. Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids, and eat nutritious food.

Cover your mouth and nose. Cover your mouth and nose with a tissue when coughing or sneezing. It may prevent those around you from getting sick. Flu and other serious respiratory illnesses, like respiratory syncytial virus (RSV), whooping cough, and severe acute respiratory syndrome (SARS), are spread by cough, sneezing, or unclean hands.

Clean your hands. Washing your hands often will help protect you from germs. If soap and water are not available, use an alcohol-based hand rub. [It's a SNAP Toolkit: Handwashing-](#) Hand washing resources from the It's A SNAP program, aimed at preventing school absenteeism by promoting clean hands. From the School Network for Absenteeism Prevention, a collaborative project of the CDC, the U.S. Department of Health and Human Services and the American Cleaning Institute. **Avoid touching your eyes, nose or mouth.** Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, or mouth. **Practice other good health habits.** Clean and disinfect frequently touched surfaces at home, work or school, especially when someone is ill. For more information, contact the Westford Health Department at 978-692-5509 or go to www.westfordma.gov/215/Health-Department

Recycling Commission

NOTICE: January 21, 2019, (Martin Luther King, Jr., Day) and February 18, 2019, (Presidents' Day) are NOT holidays for trash and recycling. Pickups will be made according to the regular blue weekly schedule on those weeks.

Alerts from the Westford Recycling Commission

PLASTIC BAGS, empty or filled, are NOT acceptable in recycling bins and toters.

TANGLERS - cords, coat hangers, light strings, plastic 6-pack rings, garden hoses, wires, strings, ribbons, and chains - are prohibited from recycling bins and toters.

Empty. Clean. Dry.

The new way to recycle.

EMPTY - remove food or product residue.

CLEAN - rinse or wash empty containers.

DRY - let containers dry before placing in your recycling bin or toter.

NEW! Major recycling haulers in the state have agreed on a standard list of recyclables.

For the **Recyclopedia**:

Can I recycle this? visit <https://recyclesmartma.org/>. Bookmark this page!

Plastic Bag Reduction Program

Westford's new bylaw to reduce plastic bag usage goes into effect on January 1, 2019.

Everyone is encouraged to B.Y.O.B. (Bring Your Own Bag) when shopping. For more information, call the Westford Board of Health 978-692-5509. Please visit www.westfordma.gov/recycling for your recycling and trash questions.

**Westford thanks you for recycling,
reducing, repurposing, and reusing!**



Recycling Commission (Continued)

UPCYCLE IT!

You can recycle even more using *Sustainable Westford's* Upcycle It! program. It builds on Westford's curbside recycling program and allows you to recycle items you would normally throw away in your trash. Upcycle It! generates funds that benefit Westford schools. As of January 2019, Upcycle It! earned **\$14,997.90** for the schools and kept **9992 pounds** of trash out of the waste stream from **948,071 pieces** collected from residents.

You can find Upcycle It! collection containers at three convenient locations: J.V. Fletcher Library (basement near elevator), Starbucks at 174 Littleton Rd., and Whole Foods Westford (Upcycle It! blue barrel near store exit).

Visit www.sustainablewestford.org/upcycle-it for the latest updated information on what can and cannot be collected, plus Frequently Asked Questions.

Please note that writing instruments, coffee bags, and candy packaging are no longer accepted.

Upcycle It! accepts -

- Foil Drink Pouches and their straws (i.e. Capri Sun, Kool Aid, Honest Kids etc.).
- Energy or Granola Bars (ANY brand energy, granola, cereal, or protein bar).
- Chip Bags (ANY chip bag small or large).
- Oral Care Products (toothbrushes, plastic toothpaste tubes) We cannot accept electric toothbrush heads or battery powered toothbrushes. Battery powered toothbrushes can be recycled at Westford's Electronics Collection.
- Brita and Pur brand water filters and accessories – Brita and Pur brands ONLY.
- Baby and Toddler food pouches – ANY brand baby or toddler food pouches and their screw caps.
- Cereal Bags – ANY brand cereal bag including clear liners inside a cereal box.
- Beauty Item Packaging – ANY brand makeup/personal care packaging (mascara, lipstick/lip balm, eye shadow, deodorant, lotion tubes) **Please do not include items that can be curbside recycled such as most shampoo or conditioner containers.**

Please visit www.westfordma.gov/recycling for your recycling and trash questions.

**Westford thanks you for recycling,
reducing, repurposing, and reusing!**

