

## Annual Town Meeting March 25 & 27, 2017

At a legal meeting of the inhabitants of the Town of Westford, qualified by law to vote in Town affairs, held at the Abbot School on Saturday, March 25, 2017, called to commence at 10:00 am, the following business was transacted:

Election officers, using voting lists, acted as tellers at the doors.

Ellen Harde, Town Moderator, called the 288<sup>th</sup> meeting to order at 10:00 am. A total of 1,151 voters were in attendance over the two-day meeting.

It was voted unanimously to allow consultants, Town Counsel, and staff who are not residents to sit with their respective boards on the floor of Town Meeting and to address the meeting.

It was voted to waive the reading of the motions and accept as the official motions the document printed on green paper dated and filed with the Town Clerk on March 24, 2017.

It was announced that if needed, Town Meeting would convene to Monday, March 27, 2017 at 7:00pm.

The Moderator declared that two articles would be taken up at a time certain because of the high interest. Article 13 would be taken up at 11:00am and Article 19 would be taken up at 1:00pm.

The table below references the order in which motions were taken and are presented in the minutes below.

<b>Article</b>	<b>Title</b>
2	Approve Unpaid Bills from Previous Fiscal Year(s)
4	Approve Fiscal Year 2017 Budget Transfers
14	Appropriate Chapter 90 Local Transportation Funds for Roadway Maintenance
15	Appropriate Funds from Water Enterprise Other Post Employment Benefits Stabilization Fund
18	Rescind Authorized and Unissued Debt
23	Authorize Board of Selectmen to Accept Easements
7	Approve Capital Appropriations
10	Amend the General Bylaws to Accept the Provisions of Massachusetts General Laws c.44, §53E1/2 to Establish Various Revolving Funds Senior Center Programs amended to replace the word “wages” with “contracted services”
11	Authorize Revolving Funds
13	Request for Proposition 2 ½ Override for Westford Public School Operations
1	Accept Town Reports
3	Approve Fiscal Year 2017 Supplemental Appropriations
19	Authorization for the Board of Selectmen to Amend the Agricultural Preservation Restriction Recorded with Middlesex North District Registry of Deeds in Book 10124, Page 169 (“APR 3”) for Property Located at 66-68 Boston Road, Westford

Article	Title
5	Appropriate to the Stabilization Fund
6	Appropriate for Perchlorate Expenses
8	Approve Community Preservation Committee Recommendations
9	Authorization of Debt for the Rehabilitation, Preservation, and Accessibility Improvements for the Roudenbush Building Located at 65 Main Street
<b>March 27, 2017 Adjourned session</b>	
11	Authorize Revolving Funds (final tabled item was voted)
12	Approve Fiscal Year 2018 Operating Budget
16	Authorization for the Board of Selectmen to Petition the General Court for Special Legislation Authorizing the Town of Westford to Establish a Means Tested Senior Citizen Property Tax Exemption
Resolution	That the Board of Selectmen establish a committee to examine possible personal and property tax relief for seniors, disabled, and low income citizens and to present their recommendation at next year's Annual Town Meeting.
17	Accept Massachusetts General Laws Chapter 73, Section 4 of the Acts of 1986, as Amended by Chapter 126 of the Acts of 1988 Related to Property Tax Exemption Increase by 100% for the Blind, Elderly and Disabled Veterans
20	Authorization for the Board of Selectmen to Petition the General Court for one (1) Additional All Alcohol on Premises License to be Exercised by Westford Gateway, LLC Located at 66-68 Boston Road, Westford
21	Authorization for the Board of Selectmen to Petition the General Court for one (1) Additional All Alcohol on Premises License to be Exercised by Yule Development Co., Inc. Located at 22 Town Farm Road, Westford
22	Authorization for the Board of Selectmen to Petition the General Court for one (1) Additional All Alcohol on Premises license to be Exercised by Fox River, LLC Located Adjacent to 210 Littleton Road, Westford
24	Authorize Board of Selectmen to Acquire Easements for the Groton Road and Oak Hill Road Intersection Improvement Project
25	Authorize Board of Selectmen to Acquire Easements for the Plain Road Sidewalk Project
26	Authorize Board of Selectmen to Acquire Easements for the Concord Road Sidewalk Project
27	Transfer Custody of Parcels on Acton Road, Tyngsboro Road and Cowdry Hill Road from the Tax Possession Sales Committee to the Conservation Commission

**ARTICLE 2: Approve Unpaid Bills from Previous Fiscal Year(s)**

It was voted unanimously to dismiss this article.

**ARTICLE 4: Approve Fiscal Year 2017 Budget Transfers**

It was voted unanimously to dismiss this article.

Articles 14, 15, 18 and 23 were passed unanimously under a Consent Agenda.

**ARTICLE 14: Appropriate Chapter 90 Local Transportation Funds for Roadway Maintenance**

It was voted unanimously under the consent agenda that the Town appropriate the proceeds due to the Town under the provisions of [Massachusetts General Laws Chapter 90](#) under a consent agenda.

**ARTICLE 15: Appropriate Funds from Water Enterprise Other Post Employment Benefits Stabilization Fund**

It was voted unanimously under the consent agenda that the Town transfer the sum of \$17,265 (SEVENTEEN THOUSAND TWO HUNDRED SIXTY FIVE DOLLARS) from the Water Enterprise Other Post Employment Stabilization Fund to the Water Enterprise Expenses to pay for the FY18 retiree benefits.

**ARTICLE 18: Rescind Authorized and Unissued Debt**

It was voted unanimously under the consent agenda that the Town rescind the following amounts that have been authorized to be borrowed for the stated purposes, pursuant to the votes and articles as listed below, which amounts have not been issued and are no longer needed:

<i>Unissued Amount</i>	<i>Date of Warrant Approval</i>	<i>Article Number</i>	<i>Purpose</i>
\$365,826	10/20/2008	7	Groton Road Route 40 Water Main
\$579,576	07/30/2009	1	Nutting & Stepinski Wells WPAT
\$175,000	03/26/2012	21	Water System Improvements Route 110
\$73,516	03/23/2013	16	School Boilers

**ARTICLE 23: Authorize Board of Selectmen to Accept Easements**

It was voted unanimously under the consent agenda that the Town authorize the Board of Selectmen, during Fiscal Year 2018, to accept any and all easements for sidewalk, drainage, or other utility purposes, as they may deem in the Town’s best interests.

The Town Manager presented the State of the Town, a copy of which is filed with the Town Meeting minutes and available online.

Article 7 was passed under four separate motions. Motion 1 passed by a simple majority, Motions 2 and 3 were passed by a two-thirds declared majority, and Motion 4 passed unanimously.

**ARTICLE 7: Approve Capital Appropriations**

The following four motions were voted under Article 7 by the quantum of vote indicated under each motion.

**Motion 1:** (*Majority Vote Required*)

It was voted that the Town appropriate from Free Cash the sum of \$1,818,667 (ONE MILLION EIGHT HUNDRED EIGHTEEN THOUSAND SIX HUNDRED SIXTY SEVEN DOLLARS) to provide for the following capital requests and costs incidental and related thereto:

<i>DEPARTMENT</i>	<i>AMOUNT</i>	<i>PURPOSE</i>
Technology	\$34,000	Town computer replacement
Technology	\$300,000	School computer replacement
Technology	\$60,000	Server & storage replacements
Technology	\$25,000	Network upgrades
Technology	\$75,000	Town copiers and any other related costs
Public Buildings	\$60,000	Feasibility study for the town center replacement building at 51 Main Street
Public Safety Communications	\$36,000	Construction and equipment expenses for the combined police and fire dispatch center
Fire Department	\$13,880	Radios for Engine #4 and associated technology

Schools	\$55,000	Pumps, piping, valves for the Blanchard Middle School heating system
Schools	\$37,000	Emergency school to school communication network
Engineering	\$56,250	Pre-design engineering work for the Boston Road reconstruction project
Engineering	\$50,000	Appraisals for the Dunstable Road and Groton Road intersection improvement project
Engineering	\$200,000	Groton Road and Oak Hill Road right of way acquisitions and nonparticipating landscaping costs
Highway	\$45,000	Pickup truck, purchase and equip
Highway	\$12,000	Equipment trailer, purchase and equip
Highway	\$30,750	Salt brine maker and storage tank, purchase and install
Highway	\$365,402	Road repairs and maintenance
Highway	\$211,385	6-Wheel Plow Truck, purchase and equip
Board of Health	\$30,000	Vehicle replacement, purchase and equip
Recreation	\$100,000	Recreation feasibility study
Parks & Grounds	\$22,000	Tractor, purchase and equip

*And further*

That the Town appropriate from Water Enterprise Retained Earnings the sum of \$77,000 (SEVENTY SEVEN THOUSAND DOLLARS) to provide for the following capital requests and costs incidental and related thereto:

<i>DEPARTMENT</i>	<i>AMOUNT</i>	<i>PURPOSE</i>
Water Enterprise	\$18,750	Pre-design engineering work for the Boston Road reconstruction project
Water Enterprise	\$26,250	Utility truck bed replacement, purchase and install
Water Enterprise	\$32,000	Vehicle replacement, purchase and equip

*And further*

That the Town appropriate from Ambulance Enterprise Retained Earnings the sum of \$21,000 (TWENTY ONE THOUSAND DOLLARS) to provide for the following capital requests and costs incidental and related thereto:

<i>DEPARTMENT</i>	<i>AMOUNT</i>	<i>PURPOSE</i>
Ambulance Enterprise	\$21,000	Automated External Defibrillator (AED) machines and related accessories

**Motion 2:** *(2/3 Majority Vote Required)*

It was voted by a two-thirds declared majority that the Town appropriate the sum of \$500,000 (FIVE HUNDRED THOUSAND DOLLARS) for upgrades to the Westford Academy Waste Water Treatment Plant, including costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to [Massachusetts General Laws Chapter 44 Section 7 or Section 8](#), or any other enabling authority, and to issue bonds or notes of the Town therefor; provided further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with [Chapter 44, Section 20 of the General Laws](#) thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Motion 3:** (2/3 Majority Vote Required)

It was voted by a two-thirds declared majority that the Town appropriate the sum of \$615,000 (SIX HUNDRED FIFTEEN THOUSAND DOLLARS) to purchase and equip a fire truck, including costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to [Massachusetts General Laws Chapter 44 Section 7 or Section 8](#), or any other enabling authority, and to issue bonds or notes of the Town therefor; provided further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with [Chapter 44, Section 20 of the General Laws thereby reducing the amount authorized to be borrowed to pay such costs by a like amount](#).

**Motion 4:** (2/3 Majority Vote Required)

It was voted unanimously that the Town appropriate the sum of \$3,200,000 (THREE MILLION TWO HUNDRED THOUSAND DOLLARS) for the replacement of the Prospect Hill Water Tank, including costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to [Massachusetts General Laws Chapter 44 Section 7 or Section 8](#), or any other enabling authority, and to issue bonds or notes of the Town therefor; provided further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with [Chapter 44, Section 20 of the General Laws](#) thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**ARTICLE 10: Amend the General Bylaws to Accept the Provisions of Massachusetts General Laws. c.44, §53E1/2 to Establish Various Revolving Funds**

It was voted unanimously that the Town amend the General Bylaws by inserting a new chapter 138.1, pursuant to the provisions of [Massachusetts General Laws c.44, §53E½](#) as most recently amended by Section 86 of Chapter 218 of the Acts of 2016, establishing various revolving funds, specifying the departmental receipts to be credited to each fund, the departmental purposes or programs for which each fund may be expended, and the entity authorized to expend each fund, such bylaw to provide as follows, and further to establish the revolving funds set forth below for the fiscal year beginning on July 1, 2017:

**Revolving Funds**

There are hereby established in the Town of Westford pursuant to the provisions of [Massachusetts General Laws. c.44, §53E½](#), the following Revolving Funds:

Revolving Fund	Spending Authority	Revenue Source	Allowed Expenses
Lease of Town Buildings: 65 & 73 Main St & 170 Plain Rd	Board of Selectmen	Lease payment and other revenues from leased properties	Costs associated with maintenance, repairs and improvements to the leased properties
Recycling Revolving	Recycling Commission	Sale of bins	Purchase of recycling supplies
Recreation Field Maintenance	Recreation Commission	Field user fees/permits	Field maintenance, hiring of necessary personnel and consulting services
Revolving Fund	Spending Authority	Revenue Source	Allowed Expenses
Senior Center Fitness Room	Council on Aging	Fees received for the Fitness Room	Fitness room maintenance supplies, equipment warranties, training, monitoring and purchase of replacement fitness

			equipment
Senior Center Programs	Council on Aging	Program fees	Costs associated for the operation of activities for Cameron to include supplies and contracted services
School Parking	School Department	Parking fees	Maintenance and expansion of parking facilities
School Bus/Transportation	School Department	User bus fees	Student transportation costs
East Boston Camps Maintenance	Conservation Commission	Revenue received for the lease, rental or licensing of camp facilities	Costs associated for the operation and maintenance of the East Boston Camps property located in the Stony Brook Conservation Land
Immunizations and Clinical Services	Board of Health	Fees received for immunizations and clinical services	Costs of supplies and technical services for immunization and clinical programs
Community Gardens	Agricultural Commission	Fees received for use of community gardens	Costs associated with maintenance, improvements, supplies and tools for the community gardens
Town Forest Management	Town Forest Committee	Revenue received from the sale of timber for the support and management of town forests	Costs associated with the management and maintenance of Town Forests

Expenditures from each revolving fund shall be subject to the annual limitation established by Town Meeting, and to any additional limitations as otherwise set forth in [Massachusetts General Laws c.44, §53E½](#).

Article 10 was amended to change the word “wages” under Senior Center Programs to “contracted services.”

**ARTICLE 11: Authorize Revolving Funds**

It was voted that the Town vote, pursuant to [Massachusetts General Laws c.44, §53E½](#) as most recently amended by Section 86 of Chapter 218 of the Acts of 2016, to establish limitations on expenditures from the revolving funds established by Chapter 138.1 of the General Bylaws, entitled, “Revolving Funds”, and the vote taken under Article 10 at this Town Meeting, as follows:

<b>Revolving Account</b>	<b>Expenditure Limit</b>
Lease of Town Buildings: 65 & 73 Main St & 170 Plain Rd	\$150,000
Recycling Revolving	\$20,000
Recreation Field Maintenance	\$150,000
Senior Center Fitness Room	\$25,000
<b>Revolving Account</b>	<b>Expenditure Limit</b>
Senior Center Programs	\$50,000
School Parking	\$30,000
School Bus/Transportation	\$694,590
East Boston Camps Maintenance	\$60,000
Immunizations and Clinical Services	\$50,000

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Community Gardens	\$10,000
Town Forest Management	\$25,000

The first line item was tabled twice and voted by a majority on Monday, March 27, 2017.

At 11:00 am, Article 13 was taken up and at 12:26 pm following lengthy discussion, the following vote was taken:

**ARTICLE 13: Request for Proposition 2 ½ Override for Westford Public School Operations**

With 891 secret ballots cast, it was voted by majority by secret ballot (Yes: 687 / No: 204) that the Town will vote to raise and appropriate the sum of \$1,600,000 to supplement the amount appropriated for the operation of Westford Public Schools for Fiscal Year 2018, provided that such appropriation shall be contingent on the passage of a Proposition 2 and ½ override ballot vote.

**Recognition of Moderator Ellen Harde's 25 years as Town Moderator**

Selectman Andrea Peraner-Sweet then made a motion that was completely out of order to recognize Moderator Ellen Harde for her 25 years of service to the town as Moderator. Following a short slideshow covering 25 years in photos, Selectman Kelly Ross recited a poem that he wrote for the occasion and is recorded below.

**From the In-favor Microphone**

As Ellen's concluding adjournment rose near  
Let us reflect on her 25 years,

From calling to order to ending the session  
From accepting amendments to moving the question.

From handling disputes with a fair even-handedness  
To that one magic meeting when it was unanimous

We knew that town meeting would never unravel  
With Ellen's firm hand holding onto the gavel

Whenever the claps got too loud, she would note  
That we'll all have the chance to applaud with our vote

When things got a little too hot on the floor  
She'd cool off the room by just opening the door

When debate went astray, she would soon restore order  
And always make sure we stayed in the four corners

So Madam Moderator, with much emotion  
I put to the body this one heartfelt motion:

I move we adopt this sincere resolution  
To acknowledge your love for this great institution

Whereas Ellen Harde today is completing  
25 years of successful town meetings

Be it resolved we can't feel any greater  
Respect and esteem for our Town Moderator

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A standing ovation followed as the framed poem (calligraphy by a student from NVTHS) was presented to Madam Moderator. A cake was then presented showing Town Hall, the J.V. Fletcher Library and the First Parish Church. The students of Nashoba Valley Technical High School were thanked for baking the cake depicting Westford Center for the celebration.

**Gordon B. Seavey Award**

The annually awarded Gordon B. Seavey Award was presented to Kathleen Chapel, who at 93 years young has been a volunteer at Abbot School since 1993. Hired as a Principle Aide, alongside assisting with administrative work, she has always greeted students arriving at school with a smile and good morning. Regardless of the weather, she is there every morning to provide students with a good morning, showing that everyone matters. Mrs. Chapel graciously accepted the award with a resounding “Good Morning Everybody! ... What bus are you on? ... and I'm only 34!”

**Honoring residents we have lost in the last year**

Highway Superintendent Chip Barrett remembered George Fletcher as the man around town, a great friend to everybody, a helper, facilitator, a man with a great sense of humor, with years of public service to the town in many various capacities, including as Deputy Fire Chief, Selectman, and Conservation Commission member. “Any time you look around town, there is something you remember George for.”

Resident and Election and Town Meeting Warden Paul Murray remembered Mary Hill as a dedicated member of community, including service on the Recreation Commission, as an Election Worker, Town Meeting and Election Warden, School Crossing Guard, and Police Dept. Matron. As a tribute to Mary, Mr. Murray suggested taking a page from her book of service and living it in our own lives. Westford will be a better place.

A moment of silence was observed for both George and Mary.

At 12:50pm the meeting adjourned for lunch to reconvene at 1:30pm.

At 1:45 the meeting reconvened and the vote from Article 13 was announced. With 687 in favor and 204 voters against, the article passed.

Ellen Harde then paid tribute to her predecessor, Bill Kavanaugh. He was born in Forge Village, served on the Finance Committee for many years before serving as Town Moderator for 18 years. He will be dearly missed by all who knew him.

**Board of Selectmen vote to add a ballot question to the annual town election ballot**

The Board of Selectmen then voted 3-1-1 to place the Proposition 2 ½ override question on the May 2, 2017 Annual Town Election ballot with the following language:

“Shall the Town of Westford be allowed to assess an additional one million six hundred thousand dollars in real estate and personal property taxes for the purpose of supplementing the amount appropriated for the operation of the Westford Public Schools for the fiscal year beginning July first, two thousand and seventeen?”

**ARTICLE 1: Accept Town Reports**

It was voted unanimously that the Town accept the Reports of Town Officers, Boards and Committees for the Fiscal Year 2016.

**ARTICLE 3: Approve Fiscal Year 2017 Supplemental Appropriations**

It was voted unanimously that the Town appropriate from Free Cash the sum of \$788,547 (SEVEN HUNDRED EIGHTY EIGHT THOUSAND FIVE HUNDRED FORTY SEVEN DOLLARS) in order to supplement the following operating budgets in Fiscal Year 2017:

131 Finance Committee Reserve Fund	\$35,000
151 Legal Services	\$45,600

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220 Fire Department Personal Services	\$50,000
423 Snow & Ice	\$400,000
945 Other Post Employment Benefits Stabilization Fund	\$257,947

*And further*

That the Town appropriate from Ambulance Enterprise Retained Earnings the sum of \$15,000 (FIFTEEN THOUSAND DOLLARS) to supplement the following Fiscal Year 2017 Operating Budgets:

640 Ambulance Enterprise Personal Services	\$15,000
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At 2:00 pm Article 19 was taken up.

**ARTICLE 19: Authorization for the Board of Selectmen to Amend the Agricultural Preservation Restriction Recorded with Middlesex North District Registry of Deeds in Book 10124, Page 169 (“APR 3”) for Property Located at 66-68 Boston Road, Westford *Citizens’ Petition***

The following motion was made and seconded but failed for a lack of majority. The vote was made by secret ballot at 3:20 pm with 688 voters participating (226 were in favor; 462 were opposed):

*That the Town vote to authorize the Board of Selectmen to amend the Agricultural Preservation Restriction recorded with Middlesex North District Registry of Deeds in Book 10124, Page 169 (“APR 3”) and on file with the Town Clerk, in accordance with the agreement by and between the Town of Westford acting by and through its Board of Selectmen, a municipal corporation with a business address of 55 Main Street, Westford, Massachusetts and Westford Gateway, LLC, a Massachusetts limited liability company with a business address of 31 Progress Ave, Tyngsborough, Massachusetts, as successor in title to Ebrahim Masalehdan, which agreement is dated January 12, 2016, and as most recently amended. The two proposed amendments are as follows:*

1. *Add the following new subparagraph (7) to Article III, Section A, to allow the property owner to make the following use of the subject property:*

*(7) The construction and operation of up to a 8,130 gross square foot building footprint farm to table restaurant with no more than 14,976 sq. ft. of gross occupied floor area with related parking and utilities (including storm water management features and a septic system), to be used for restaurant purposes, as shown on the conceptual plan attached hereto and on file with the Town Clerk, provided that said use is related to and in support of the agricultural uses of the two contiguous parcels, which are described in the deeds recorded at the Middlesex North Registry of Deeds at Book 2201, page 621 and Book 2421, Page 433. The exercise of the rights retained in this paragraph are expressly contingent upon the aforementioned contiguous parcels being actively engaged in in agricultural use and said rights shall be forfeited if the use of said contiguous parcels is abandoned or changed. If the Grantor exercises the rights retained in this paragraph, there will be no change in use or transfer of any interest in the Premises without the express written approval of the Grantee.*

2. *Add the following to the end of subparagraph 2 of paragraph A of the Right of First Refusal attached to APR 3*

*provided, however, that if the Grantor has exercised the rights retained in Article III(A)(7) of the Agricultural Preservation Restriction, as amended, and in the event that such written notice of a bona fide offer is provided to the Grantee within five (5) years of the issuance of a permanent Certificate of Occupancy by the Town of Westford for the use described in said Article III(A)(7) of the Agricultural Preservation Restriction, as amended, the Grantor shall offer to sell the Premises to the Grantee at the fair market value of the Premises as agricultural land, as determined by a Massachusetts Certified Real Estate Appraiser chosen by the Grantor and Grantee.*

*And further to authorize the Board of Selectmen to take all actions, enter into all agreements and execute on behalf of the Town any and all documents as may be necessary or convenient to effectuate the purposes of this Article;*

**ARTICLE 5: Appropriate to the Stabilization Fund**

It was voted unanimously that the Town appropriate from Free Cash the sum of \$500,000 (FIVE HUNDRED THOUSAND DOLLARS) to be deposited into the Stabilization Fund, established under Massachusetts General Laws, Chapter 40, Section 5B.

**ARTICLE 6: Appropriate for Perchlorate Expenses**

It was voted unanimously that the Town appropriate from Free Cash the sum of \$104,090 (ONE HUNDRED FOUR THOUSAND NINETY DOLLARS) for the purpose of providing funds to address associated issues regarding perchlorate contamination.

**ARTICLE 8: Approve Community Preservation Committee Recommendations**

It was voted that the Town, pursuant to [Massachusetts General Laws, Chapter 44B](#), or any other enabling authority, in accordance with the recommendations of the Westford Community Preservation Committee, appropriate from Community Preservation Funds the sum \$978,710 (NINE HUNDRED SEVENTY EIGHT THOUSAND SEVEN HUNDRED TEN DOLLARS) as follows:

\$225,876	From Undesignated Fund Balance to the Community Housing Reserve This allocation more than covers the required 10% for Community Housing.	Community Housing Reserve
\$145,834	From Undesignated Fund Balance to the Historic Resources Reserve This allocation more than covers the required 10% for Historic Resources.	Historic Resources Reserve
\$32,000	From Undesignated Fund Balance For the Community Gardens at Day Field expansion and any other related costs.	Agricultural Commission
\$190,000	From Undesignated Fund Balance To the Conservation Trust Fund for future open space land purchases and any other related costs.	Conservation Commission
\$35,000	From Historic Resources Fund Balance For the Stonewall Restoration at Pageant Field and any other related costs.	Westford Conservation Trust
\$350,000	From Undesignated Fund Balance For the Westford Academy Community Track Renovation and any other related costs.	Westford Academy

**ARTICLE 9: Authorization of Debt for the Rehabilitation, Preservation, and Accessibility Improvements for the Roudenbush Building Located at 65 Main Street**

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It was voted by a two-thirds counted majority vote (Yes: 244 / No: 42) that the Town appropriate the sum of \$7,012,612 (SEVEN MILLION TWELVE THOUSAND SIX HUNDRED TWELVE DOLLARS) to be expended under the direction of the Board of Selectmen to pay costs of rehabilitating the Roudenbush building located at 65 Main Street, including all costs incidental and related thereto; that the Treasurer, with the approval of the Board of Selectmen is hereby authorized to borrow the sum of \$6,300,000 (SIX MILLION THREE HUNDRED THOUSAND DOLLARS) pursuant to [Massachusetts General Laws Chapter 44, Section 7](#), and [Massachusetts General Laws Chapter 44B, Section 11](#) or any other enabling authority and to issue bonds and notes therefor, and that the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$712,612 (SEVEN HUNDRED TWELVE THOUSAND SIX HUNDRED TWELVE DOLLARS) pursuant to [Massachusetts General Laws Chapter 44, Section 7\(1\)](#), or any other enabling authority and to issue bonds and notes therefore; and to further authorize the Board of Selectmen to take any other action necessary to carry out this vote; provided further that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with [Chapter 44, Section 20 of the General Laws](#) thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Prior to the vote under Article 9, the Board of Selectmen voted unanimously to issue the RFP to continue use of the building as a Community Center.

At 5:06 pm, the meeting adjourned to Monday, March 27, 2017 at 7:00pm.

## Annual Town Meeting Adjourned Session March 27, 2017

Ellen Harde, Town Moderator, called the adjourned session of the meeting to order at 7:00 pm.

Election officers, using voting lists, acted as tellers at the doors.

Article 11 was removed from the table and it was voted to approve the expenditure limit of \$150,000 for the Lease of Town Buildings. A motion was made but failed to reduce the expenditure limit under the Lease of Town Buildings from \$150,000 to \$50,000.

### ARTICLE 12: Approve Fiscal Year 2018 Operating Budget

It was voted that the Town raise and appropriate the sum of \$110,028,373 (ONE HUNDRED TEN MILLION TWENTY EIGHT THOUSAND THREE HUNDRED SEVENTY THREE DOLLARS) for the operation and maintenance of Town Departments for the Fiscal Year July 1, 2017 through June 30, 2018, such sums to be expended for such purposes under the direction of the respective town officers, boards and committees and further that all items be raised and appropriated except for the following:

Fund 240 Community Preservation Fund: \$881,574 shall be appropriated from Community Preservation Fund Fiscal 2018 Revenue;

Fund 280 Town Revolving Funds: \$3,414 shall be appropriated from Senior Center Fitness Room Revolving 53 E ½;

Fund 600 Water Enterprise Fund: \$3,969,515 shall be appropriated from Water Enterprise Revenue and \$285,994 shall be appropriated from Water Enterprise Retained Earnings;

Fund 630 Recreation Enterprise Fund: \$1,203,742 shall be appropriated from Recreation Enterprise Revenue and \$75,000 shall be appropriated from Recreation Enterprise Retained Earnings;

Fund 640 Ambulance Enterprise Fund: \$800,000 shall be appropriated from Ambulance Enterprise Revenue \$57,000 shall be appropriated from Ambulance Enterprise Retained Earnings.

			Personal Services	126,053
			Expenses	860
			<b>TOTAL</b>	<b>126,913</b>
<b>GENERAL GOVERNMENT</b>			TOWN	
122	SELECTMEN		ACCOUNTANT	
	Personal Services		Personal Services	269,742
	Expenses	21,270	Expenses	40,860
	<b>TOTAL</b>	<b>21,270</b>	<b>TOTAL</b>	<b>310,602</b>
123	TOWN MANAGER		BOARD OF	
	Personal Services	386,387	ASSESSORS	
	Expenses	20,805	Personal Services	249,262
	<b>TOTAL</b>	<b>407,192</b>	Expenses	23,900
131	FINANCE		<b>TOTAL</b>	<b>273,162</b>
	COMMITTEE		TREASURER/COL	
	Personal Services		LECTOR	
	Expenses	9,088	Personal Services	255,468
	Reserve Fund	150,000	Expenses	46,105
	(Transfers out)		<b>TOTAL</b>	<b>301,573</b>
	<b>TOTAL</b>	<b>159,088</b>		
132	FINANCE		LEGAL SERVICES	
	DEPARTMENT			
		151		

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	Personal Services				
	Expenses	265,000			
	<b>TOTAL</b>	<b>265,000</b>	215	<b>PUBLIC SAFETY COMMUNICATIONS</b>	
152	<b>HUMAN RESOURCES</b>			Personal Services	774,808
	Personal Services	206,636		Expenses	42,521
	Expenses	29,900		<b>TOTAL</b>	<b>817,329</b>
	Compensation Reserve (Transfers out)	672,451	220	<b>FIRE DEPARTMENT</b>	
	<b>TOTAL</b>	<b>908,987</b>		Personal Services	2,888,099
155	<b>TECHNOLOGY</b>			Expenses	276,200
	Personal Services	417,051	241	<b>TOTAL</b>	<b>3,164,299</b>
	Expenses	540,140		<b>BUILDING DEPARTMENT</b>	
	<b>TOTAL</b>	<b>957,191</b>		Personal Services	319,047
161	<b>TOWN CLERK</b>			Expenses	16,855
	Personal Services	251,501	244	<b>TOTAL</b>	<b>335,902</b>
	Expenses	21,145		<b>SEALER WEIGHTS/MEASURES</b>	
	<b>TOTAL</b>	<b>272,646</b>		Personal Services	
170	<b>PERMITTING DEPARTMENT</b>			Expenses	3,000
	Personal Services	218,818	291	<b>TOTAL</b>	<b>3,000</b>
	Expenses	42,190		<b>EMERGENCY MANAGEMENT</b>	
	<b>TOTAL</b>	<b>261,008</b>		Personal Services	8,656
171	<b>CONSERVATION COMMISSION</b>			Expenses	4,400
	Personal Services	86,331	292	<b>TOTAL</b>	<b>13,056</b>
	Expenses	2,250		<b>ANIMAL CONTROL</b>	
	<b>TOTAL</b>	<b>88,581</b>		Personal Services	62,781
175	<b>PLANNING BOARD</b>			Expenses	3,300
	Personal Services	86,931	294	<b>TOTAL</b>	<b>66,081</b>
	Expenses	12,705		<b>TREE WARDEN</b>	
	<b>TOTAL</b>	<b>99,636</b>		Personal Services	2,144
176	<b>ZONING BOARD OF APPEALS</b>			Expenses	35,000
	Personal Services			<b>TOTAL</b>	<b>37,144</b>
	Expenses	2,395		<b>TOTAL PUBLIC SAFETY</b>	<b>9,365,443</b>
	<b>TOTAL</b>	<b>2,395</b>			
192	<b>TOWN HALL MAINTENANCE</b>			<b>EDUCATION</b>	
	Personal Services	43,416	300	WESTFORD PUBLIC SCHOOLS	56,010,110
	Expenses	79,529			
	<b>TOTAL</b>	<b>122,945</b>	310	NASHOBA TECH	706,472
199	<b>PUBLIC BUILDINGS &amp; PROPERTIES MAINTENANCE</b>			<b>TOTAL EDUCATION</b>	<b>56,716,582</b>
	Personal Services	52,328			
	Expenses	18,100		<b>PUBLIC WORKS</b>	
	<b>TOTAL</b>	<b>70,428</b>		<b>ENGINEERING DEPARTMENT</b>	
			410	Personal Services	230,229
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>4,648,617</b>		Expenses	8,910
				<b>TOTAL</b>	<b>239,139</b>
210	<b>PUBLIC SAFETY</b>			<b>HIGHWAY DEPARTMENT</b>	
	<b>POLICE DEPARTMENT</b>		421	Personal Services	1,547,646
	Personal Services	4,411,923		Expenses	1,116,760
	Expenses	516,709		<b>TOTAL</b>	<b>2,664,406</b>
	<b>TOTAL</b>	<b>4,928,632</b>			

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427	STORMWATER MANAGEMENT		
	Personal Services Expenses	48,000	
	<b>TOTAL</b>	<b>48,000</b>	
432	RECYCLING		
	Personal Services Expenses	499,630	
	<b>TOTAL</b>	<b>499,630</b>	
433	SOLID WASTE		
	Personal Services Expenses	1,169,512	
	<b>TOTAL</b>	<b>1,169,512</b>	
442			
	Personal Services Expenses	228,535	
	<b>TOTAL</b>	<b>228,535</b>	
491	CEMETERY DEPARTMENT		
	Personal Services Expenses	83,648	
		23,059	
	<b>TOTAL</b>	<b>106,707</b>	
<b>TOTAL PUBLIC WORKS</b>		<b>4,955,929</b>	

**HEALTH & HUMAN SERVICES**

510	BOARD OF HEALTH		
	Personal Services Expenses	423,998	
		31,750	
	<b>TOTAL</b>	<b>455,748</b>	
540	SENIOR CENTER		
	Personal Services Expenses	140,642	
		58,050	
	<b>TOTAL</b>	<b>198,692</b>	
541	COUNCIL ON AGING		
	Personal Services Expenses	243,978	
		28,100	
	<b>TOTAL</b>	<b>272,078</b>	
543	VETERANS SERVICES		
	Personal Services Expenses	62,798	
		70,000	
	<b>TOTAL</b>	<b>132,798</b>	
<b>TOTAL HEALTH &amp; HUMAN SERVICES</b>		<b>1,059,316</b>	

**CULTURE & RECREATION**

610	LIBRARY		
	Personal Services Expenses	1,231,417	
		352,596	
	<b>TOTAL</b>	<b>1,584,013</b>	
630	RECREATION		

Personal Services Expenses	243,298
Offsets / Shared Costs	(292,493)
<b>TOTAL</b>	<b>0</b>

650	PARKS & GROUNDS		
	Personal Services Expenses	325,212	
		52,064	
	<b>TOTAL</b>	<b>377,276</b>	

660	LAND MANAGEMENT		
	Personal Services Expenses	38,700	
	<b>TOTAL</b>	<b>38,700</b>	

670	HISTORICAL COMMISSION		
	Personal Services Expenses	17,800	
	<b>TOTAL</b>	<b>17,800</b>	

<b>TOTAL CULTURE &amp; RECREATION</b>	<b>2,017,789</b>
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**DEBT SERVICE**

710	DEBT SERVICE		
	Principal & Interest	6,787,368	
	<b>TOTAL</b>	<b>6,787,368</b>	

<b>TOTAL DEBT SERVICE</b>	<b>6,787,368</b>
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**UNCLASSIFIED**

940	OTHERWISE UNCLASSIFIED		
	Personal Services Expenses	(1,130,222)	
	<b>TOTAL</b>	<b>(1,130,222)</b>	

945	EMPLOYEE BENEFITS & MISCELLANEOUS		
	Personal Services Expenses	17,692,190	
	<b>TOTAL</b>	<b>17,692,190</b>	

<b>TOTAL UNCLASSIFIED</b>	<b>16,561,968</b>
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<b>TOTAL GENERAL FUND</b>	<b>102,113,012</b>
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**COMMUNITY PRESERVATION FUND**

240	COMMUNITY PRESERVATION		
	Personal Services Expenses	9,000	
		6,000	
	Principal & Interest	866,574	
	<b>TOTAL</b>	<b>881,574</b>	

**WATER ENTERPRISE FUND**

600	WATER ENTERPRISE		
	Personal Services Expenses	1,189,700	
		1,671,294	
	Reserve Fund	250,000	

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Principal & Interest	1,144,515
<b>TOTAL</b>	<b>4,255,509</b>

**RECREATION ENTERPRISE FUND**

630	RECREATION ENTERPRISE	
	Personal Services	1,019,368
	Expenses	407,507
	<b>TOTAL</b>	<b>1,426,875</b>

**AMBULANCE ENTERPRISE FUND**

640	AMBULANCE ENTERPRISE	
	Personal Services	771,803
	Expenses	579,600
	<b>TOTAL</b>	<b>1,351,403</b>

<b>TOTAL OPERATING BUDGET</b>	<b>110,028,373</b>
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**ARTICLE 16: Authorization for the Board of Selectmen to Petition the General Court for Special Legislation Authorizing the Town of Westford to Establish a Means Tested Senior Citizen Property Tax Exemption** *Citizens' Petition*

It was voted unanimously to dismiss this article.

**RESOLUTION**

It was voted unanimously that the Board of Selectmen establish a committee to examine possible personal and property tax relief for seniors, disabled, and low income citizens and to present their recommendation at next year's Annual Town Meeting.

This resolution was initially tabled but then it was taken up after Article 22 and passed unanimously.

**ARTICLE 17: Accept Massachusetts General Laws Chapter 59, Section 5C1/2 Related to Property Tax Exemption Increase by 100% for the Blind, Elderly and Disabled Veterans**

It was voted that the Town accept the provisions of [Massachusetts General Laws Chapter 59, Section 5C½](#), which provides for an additional real estate tax exemption for taxpayers who are granted personal exemptions on their domiciles under [Massachusetts General Laws Chapter 59, Section 5](#), including certain blind persons, veterans, surviving spouses and seniors, and provide an additional exemption up to 100 percent of the personal exemption, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2017.

**ARTICLE 20: Authorization for the Board of Selectmen to Petition the General Court for one (1) Additional All Alcohol on Premises License to be Exercised by Westford Gateway, LLC Located at 66-68 Boston Road, Westford** *Citizens' Petition*

No motion was made under this article.

**ARTICLE 21: Authorization for the Board of Selectmen to Petition the General Court for one (1) Additional All Alcohol on Premises License to be Exercised by Yule Development Co., Inc. Located at 22 Town Farm Road, Westford** *Citizens' Petition*

It was voted that the town authorize the Board of Selectmen to petition the General Court for one (1) additional all alcohol on premises license to be exercised by Yule Development Co., Inc or a related entity or its successor and/or assign, located at 22 Town Farm Road, Westford, said license not to be transferred to any other location; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition, or take any action in relation thereto.

The petition for special legislation shall take the following form, or a form substantially similar thereto:  
AN ACT AUTHORIZED THE TOWN OF WESTFORD TO ISSUE ON ADDITIONAL LIQUOR LICENSE.  
Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

**SECTION 1.** (a) Notwithstanding section 17 of chapter 138 of the General Laws or any other general or special, rule or regulation to the contrary, the licensing authority of the town of Westford may grant one (1) additional license for the sale of all alcoholic beverages to be consumed on premises under section 12 of said chapter 138 to Yule Development Co., Inc or a related entity, or its successor or assign, to be exercised at and located at 22 Town Farm Road, Westford. A license granted under this section shall be subject to all of said chapter 138 except said section 17.

(b) Once issued, the licensing authority shall not approve the transfer of the license issued under this section to any other location, but it may grant the license to a new applicant at the same location if the applicant files with the authority a letter from the department of revenue indicating that the license is in good standing with the department and that all applicable taxes have been paid.

(c) If the license granted under this section is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority,

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which may then grant the license to a new applicant at the same location under the same conditions as specified in this section.

**ARTICLE 22: Authorization for the Board of Selectmen to Petition the General Court for one (1) Additional All Alcohol on Premises License to be Exercised by Fox River, LLC Located Adjacent to 210 Littleton Road, Westford** *Citizens' Petition*

It was voted to authorize the Board of Selectmen to petition the General Court for one (1) additional all alcohol on premises license to be exercised by Fox River, LLC or a related entity or its successor and/or assign, located at 0 Littleton Road, Westford, said license not to be transferred to any other location; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition, or take any action in relation thereto.

The petition for special legislation shall take the following form, or a form substantially similar thereto:  
AN ACT AUTHORIZED THE TOWN OF WESTFORD TO ISSUE ON ADDITIONAL LIQUOR LICENSE.  
Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

**SECTION 1.**

- (a) Notwithstanding section 17 of chapter 138 of the General Laws or any other general or special, rule or regulation to the contrary, the licensing authority of the town of Westford may grant one (1) additional license for the sale of all alcoholic beverages to be consumed on premises under section 12 of said chapter 138 to Fox River, LLC or a related entity, or its successor or assign, to be exercised at and located at 0 Littleton Road, Westford. A license granted under this section shall be subject to all of said chapter 138 except said section 17.
- (b) Once issued, the licensing authority shall not approve the transfer of the license issued under this section to any other location, but it may grant the license to a new applicant at the same location if the applicant files with the authority a letter from the department of revenue indicating that the license is in good standing with the department and that all applicable taxes have been paid.
- (c) If the license granted under this section is cancelled, revoked or no longer in use, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority, which may then grant the license to a new applicant at the same location under the same conditions as specified in this section;

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Articles 24, 25, & 26 were voted by a **two-thirds declared majority** under one motion:

Under a single Motion duly made and Seconded, it was

**VOTED:**

**Article 24: Authorize Board of Selectmen to Acquire Easements for the Groton Road and Oak Hill Road Intersection Improvement Project**

It was voted under a two-thirds declared majority that the Town authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Board of Selectmen shall determine, permanent and/or temporary easements on the parcels of land shown on plans entitled "Massachusetts Department of Transportation Highway Division Plan and Profile of Route 40 (Groton Road) and Oak Hill Road," revised through February 3, 2017, as said plans may be amended, said plans on file with the Town Clerk, for public way purposes, including, but not limited to, the construction, alteration, maintenance, improvement, repair and/or replacement of sidewalks, and for drainage, utility and slope work, traffic signal improvements, driveway reconstruction and grading, tree protection and landscaping; and, further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out said acquisitions and other acts authorized herein.

And Further

**Article 25: Authorize Board of Selectmen to Acquire Easements for the Plain Road Sidewalk Project**

It was voted under a two-thirds declared majority that the Town authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Board of Selectmen shall determine, permanent and/or temporary easements on the parcels of land shown on plans prepared by the Town of Westford Engineering Department, dated December 14, 2016, as said plans may be amended, said plans on file with the Town Clerk, for the Plain Road sidewalk project, for public way purposes, including, but not limited to, the construction, alteration, maintenance, improvement, repair and/or replacement of sidewalks and drainage; and, further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out said acquisitions and other acts authorized herein.

And Further

**Article 26: Authorize Board of Selectmen to Acquire Easements for the Concord Road Sidewalk Project**

It was voted under a two-thirds declared majority that the Town authorize the Board of Selectmen to acquire by purchase, gift, eminent domain or otherwise, on such terms and conditions as the Board of Selectmen shall determine, permanent and/or temporary easements on the parcels of land shown on plans prepared by TEC Inc., dated February 27, 2017, as said plans may be amended, said plans on file with the Town Clerk, for the Concord Road sidewalk project, for public way purposes, including, but not limited to, the construction, alteration, maintenance, improvement, repair and/or replacement of sidewalks and drainage; and, further, to authorize the Board of Selectmen to enter into all agreements and take all related actions necessary or appropriate to carry out said acquisitions and other acts authorized herein.

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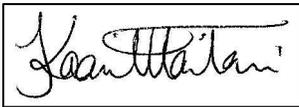
**ARTICLE 27: Transfer Custody of Parcels on Acton Road, Tyngsboro Road and Cowdry Hill Road from the Tax Possession Sales Committee to the Conservation Commission**

It was voted by a two-thirds declared majority that the Town transfer the care, custody, control and management of the following parcels from the Tax Possession Sales Committee presently held for the purpose of tax title sale to the Conservation Commission for general conservation purposes:

<b>Parcel ID</b>	<b>Acres</b>	<b>Street Address</b>
007 0055 0000	0.93	54 Acton Road
045 0002 0000	2.25	50 Tyngsboro Road
029 0086 0000	0.92	Cowdry Hill Road

With no further business to conduct the 288<sup>th</sup> Annual Town Meeting adjourned at 8:51pm

A true copy attest,



Kaari Mai Tari, Town Clerk