



TOWN OF WESTFORD
BOARD OF SELECTMEN

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

ACTION TAKEN
MEETING AGENDA

Tuesday, January 22, 2019
7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Call to Order**
2. 7:00PM **Executive Session pursuant to M.G.L c.30A, s.21(a): discussion and possible action regarding ongoing litigation, Docket No. 1781CV02134, Roy W. Philbrick, Sr., et al. v. Town of Westford, regarding 497 Groton Road, as an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares**
3. 7:30PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**

- 1. Selectman Almeida announced the Police Department has received grant money for installation of children's car seats in residents' vehicles and invited any interested residents to partake in this program**
- 2. Town Clerk Patty Dubey informed residents that nomination papers for the May 7, 2019 Annual Town Election are available at the Town Clerk's office. Fifty registered voters' signatures are needed and papers are due back by 5:00 on March 19, 2019**
- 3. Resident Eric Kitner questioned why only adult softball league representatives were listed on the agenda concerning the VFW field usage this evening. Selectman Kost responded that the league representatives were specifically asked to bring options back this evening, but that the opportunity to speak is offered to anyone who wishes to give input**

5. 7:35PM **Old/New Business**

1. Progress report from solid waste and recycling working group
 - a. Summary of inconsistencies found during this exercise
 - b. Preliminary prioritized list of where the group would like to focus further attention

Selectman G. Thomas Clay, member of the solid waste and recycling working group

Continued to February 12, 2019 for recommendations. Planning Board Chair Kate Hollister invited the task force to attend the

February 4, 2019 Planning Board meeting to discuss

2. Request from Town and School Safety Task Force to award contract for the Facilities and Procedures Security Risk Assessment to Guidepost Solutions LLC in the amount of \$109,190

Selectman G. Thomas Clay, Co-chair, Town and School Safety Task Force

Approved 5 - 0

3. Town center planning as it relates to 51 Main Street and 63 Main Street
Selectman Elizabeth Almeida, Chair, 63 Main Street Task Force

Continued to February 12, 2019 after discussion which led to the sense of the Board that it would be beneficial to have a town center master plan before proceeding with the new 51 Main Street town center building

4. Continued from January 8, 2019 – Discuss options with VFW field usage league representatives, as follows:
 - a. Retain the newly voted times as proposed on January 8, 2019
 - b. Keep July 24, 2018 BoS approved times without permission for alcohol
 - c. Lights out at 10PM Saturday through Thursday and lights out on Friday by 11PM with permission for alcohol
 - d. Any other options

No action taken as two citizens' petitions, one regarding alcohol on town property and one regarding limiting the use of artificial lights from dusk to 10:00 PM at all locations where they are used to illuminate outdoor recreation spaces and activities, have been submitted for inclusion in the town meeting warrant

5. Vote to close the March 23, 2019 Town Meeting warrant

Approved 5 - 0

6. Request by Anita Tonakarn-Nguyen, Chair, Westford Cultural Council, to appoint Shanti Maheshwari and Claire France to the Cultural Council for terms expiring on June 30, 2021

Appointed 5 – 0

7. Request by Jeff Stephens, Health Director, to appoint Shanti Maheshwari to the Healthy Westford Committee for a term expiring on June 30, 2021

Appointed 5 – 0

8. Request by Chris Barrett, Chair, Pedestrian Safety Committee, to appoint Thi Van Kaufman as an alternate member for a term expiring on June 30, 2021

Appointed 5 – 0

9. 8:35PM **Consent Agenda- Request to approve the following**

Banner Requests

Event: Westford Youth Baseball registration

Applicant: Andrew Jones

Banner Location: J.V. Fletcher library

Dates: 3/8/19 – 3/15/19

Approved 5 – 0

10. 8:40PM **Minutes for Approval**

For Release

1-8-19 Regular session meeting minutes

Approved 5 – 0

11. 8:45PM **Board Reports/Updates**

12. 8:50PM **Town Manager's Report**

1. Request by Representative Arciero's office to accept House Revenue Committee changes to Westford Home Rule petition, House Bill No. 4998, authorizing the town of Westford to establish a means tested senior citizen property tax exemption

Approved 5 – 0

2. Request approval of the following:

a. Contracts:

- i. Request from Jennifer Claro, Elder Affairs Director, to approve the FY2019 Executive Office of Elder Affairs formula grant in the amount of \$40,034.10

Approved 5 – 0

13. 9:00PM **Correspondence**

14. 9:05PM **Adjournment**

Correspondence
January 22, 2019

Outgoing Correspondence:

C 01	1-16-19	Letter C. Yule RE termination of purchase & sale agreement for 35 Town Farm Road
C 02	1-8-19	Letter to Secretary Galvin RE Abbot Mill Phase 2 historic rehab. tax credit program

Incoming Correspondence:

C 02	1-19-17	House Bill 2718 RE designating Concord Road as Col. John Robinson Memorial Highway
C 04	1-7-19	Letter RE NMCOG DLTA funds RFP
C 05	1-7-19	Invitation from NVTHS to Town Officials breakfast