



TOWN OF WESTFORD
SELECT BOARD

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

ACTION TAKEN

MEETING AGENDA

Tuesday, January 24, 2023

7:00 PM

Meeting will be held virtually, link to access the meeting is below

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**
 - **SB Chair Peraner-Sweet announced the SB meeting on 2/14 will be hybrid, and will also be the first meeting with our new Town Manager, Kristen Las**
 - **SB Member Tonakarn-Nguyen shared Lunar New Year was last weekend and a celebration will be held at Westford Academy on 1/28. To register to attend, you may visit the following link: [Westford Academy Lunar New Year Celebration 2023](#)**
 - **SB Vice-Chair Clay announced the Economic Development Committee received a great update from Nashoba Valley Technical High School and were reminded there is a career training program available for adults seeking industry-approved technical skills. For more information, you may visit the following link: [Overview of Nashoba Career Technical Institute Offerings](#)**
4. 7:05 PM **Public Hearing - Request for a Change of Stock Interest on an M.G.L. c. 138 §12 All Alcohol Restaurant License for Chung's Kitchen, Inc. d/b/a Seoul Kitchen, 142 Littleton Road – Matthew Porter, Esq.**
Approved 5-0
5. 7:10 PM **Request for a Change of Officers/Directors and request for a Pledge of Collateral and Inventory, on an M.G.L. c. 138 §12 All Alcohol Restaurant License for Chung's Kitchen, Inc. d/b/a Seoul Kitchen, 142 Littleton Road – Matthew Porter, Esq.**
Approved 5-0
6. 7:15 PM **Public Hearing – Verizon New England, Inc. Petition for Sole Pole Locations**
Request from Verizon New England, Inc., job # 2A6Z3EF, to place one sole owner pole, P.16 ½, on the easterly side of Oak Hill Road at a point approximately 16' southeasterly from existing pole, P.17 – *James Delturrondo, Verizon Representative*
Approved 5-0
7. 7:20 PM **Public Hearing – Violations of M.G.L. c. 138 §34 – Sale of Alcoholic Beverages to a Person Under 21 Years of Age at MPG Corporation d/b/a Rapid Refill, 498 Groton Road – Anna Tully, Manager, and Donald Pick, Captain, Westford Police Department**
Continued to 2/14

8. 7:40 PM **Request from the Pedestrian Safety Committee to consider M.G.L. c.90 §17C: Establish a 25 miles per-hour speed limit in accordance with 2022 Annual Town Meeting approval for the following locations:**
- i. 33 Main Street to approximately 117 Main Street
 - ii. 30 West Prescott Street to approximately 25 Pleasant Street
 - iii. Patten Road
– *Chris Barrett, Chair, Pedestrian Safety Committee*
Approved 5-0
9. 8:10 PM **Consent Agenda – Request to approve the following:**
- i. Special License:
Event: In the Mood Valentine Event
Applicant: Good Pickin’ Farm and Westford Remembers
Date: Saturday, February 18, 2023
Time: 2:00 PM to 6:00 PM
Location: Good Pickin’ Farm, 6 Gould Road
 - ii. Banner:
Event: Earth Day Festival on Saturday, April 22, 2023
Applicant: Lynn Cohen on behalf of Westford Climate Action
Dates: Friday, April 14, 2023 – Monday, April 24, 2023
Location: First Parish Church
 - iii. Permission to route part of Annual Boston Brain Tumor Ride through Westford on Sunday, May 21, 2023 – *Annie Zampitella, Senior Account Executive, Sports Events, Conventures, Inc. (not able to attend)*
Approved 5-0
10. 8:15 PM **Annual Town Meeting – Saturday, March 25, 2023 at 10:00 AM**
Select Board vote to close the warrant
Approved 5-0
11. 8:20 PM **Old/New Business**
- i. Request to appoint David Tilton of Northern Middlesex Council of Governments (NMCOG) as the Sealer of Weights and Measures for Westford, in accordance with M.G.L. c. 98 §34 Appointment of Sealers and Deputies in Cities and Large Towns
Approved 5-0
 - ii. Request from the Scholarship and Grant Committee to appoint Brock Moses as a full member for a term expiring on June 30, 2024
Approved 5-0
12. 8:25 PM **Board Reports/Updates**
13. 8:30 PM **Minutes for Approval**
For Release – Regular Session
- December 13, 2022
 - December 27, 2022
 - January 10, 2023
- Approved 5-0**

Not for Release – Executive Session

- January 5, 2023

Approved 5-0

14. 8:35 PM **Town Manager's Report**

i. Request to approve the following:

a. Contracts:

1. Northern Middlesex Council of Governments for 2023 Nearmap Imagery Subscription in the amount of \$5,500, as requested by the Town Manager's Office

b. Purchase Orders:

1. Colonial Municipal Group for a 2023 Chevrolet 3500 Dump Truck in the amount of \$69,509.11, as requested by the Public Works Department

Approved 5-0

15. 8:40 PM **Correspondence**

16. 8:45 PM **Adjournment**

Options available to access the Select Board meeting virtually:

1. Register in advance or at any time prior to the conclusion of this meeting by accessing the following link on your computer, smart phone or tablet: https://westfordma.gov.zoom.us/webinar/register/WN_2RJZrADcToKcth0Q_kZapg. Registration requires only that you provide a name and e-mail address. After registering, you will receive a confirmation email containing information about joining the meeting and you will be provided with immediate access if the meeting is already in progress.
2. WCAT will be broadcasting the meeting live on channels 9 (Comcast) and 34 (Verizon). They also will be streaming the video online. Please see their website for more details: www.westfordcat.org.

Please be advised this open meeting may be broadcast live via WCAT and recorded for playback online, video-on-demand viewing at <https://cloud.castus.tv/vod/westfordcat/?page=HOME>. Attendees are reminded that by attending this meeting, you consent to your likeness and audio being used and rebroadcast by WCAT.

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact our office at 978-692-5501 extension 1 or email to tmaa@westfordma.gov.

**Select Board
Correspondence
January 24, 2023**

Incoming Correspondence:

IC 01 12/28/2022 Department of Public Utilities Interlocutory Order and Draft Policy