



TOWN OF WESTFORD
SELECT BOARD

TOWN HALL
55 Main Street
WESTFORD, MA 01886

Telephone (978) 692-5501 Fax (978) 399-2557

REVISED

February 13, 2023 at 2:51 PM

MEETING AGENDA

Tuesday, February 14, 2023

7:00 PM

Town Hall Meeting Room, 55 Main Street, 2nd Floor

Meeting participants are welcome to attend the Select Board meeting in person or partake remotely via Zoom. The meeting will also be broadcast by WestfordCAT on Comcast channel 9 and Verizon channel 34. Please use the following link to register for the meeting using Zoom:

https://westfordma-gov.zoom.us/webinar/register/WN_rhZ1k68iQg-77AKFofPCZQ

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**
 - Congratulate the Westford Academy [sports teams who won Dual County League Championships for the 2022-2023 season](#):
 - [Boys Cross Country](#)
 - [Football](#)
 - [Golf](#)
 - [Boys Basketball](#)
 - [Gymnastics](#)
 - [Girls Indoor Track and Field](#)
 - [Boys Swim and Dive](#)
 - [Girls Swim and Dive](#)
 - Statement regarding firearms dealer in Westford
4. 7:05 PM **Consent Agenda – Request to approve the following:**
 - i. Town Common:
Event: Boy Scouts of America Troop 437 Annual Bike and Sporting Goods Fundraiser
Applicant: Boy Scouts of America Troop 437
Date: Saturday, May 6, 2023
Time: 7:00 AM to 3:00 PM
 - ii. Banner:
Event: Boy Scouts of America Troop 437 Annual Bike and Sporting Goods Fundraiser
Applicant: Boy Scouts of America Troop 437
Date: Friday, April 28, 2023 – Monday, May 8, 2023
Location: J.V. Fletcher Library

5. 7:10 PM **Joint meeting with the Board of Water Commissioners and Finance Committee To discuss the Fiscal Year 2024 proposed water rate increase** – *Steve Cronin, Public Works Director, Mark Warren, Water Superintendent, and Larry Panaro, Business Manager*
6. 7:30 PM **Joint meeting with the Finance Committee to discuss options for the Cameron Senior Center HVAC Project** – *Chris Karpinsky, Permanent Town Building Committee, Jeff Goodwin, Facilities Director, and Alicia Monks, CHA Consulting, Inc.*
7. 7:45 PM **Discussion regarding a Pay-As-You-Throw (PAYT) Program for solid waste and recycling** – *Eric Heideman, Assistant Town Manager, Dan O’Donnell, Finance Director, and Ken Teal, Chair, Recycling Commission*
8. 8:20 PM **Continued Public Hearing from January 24th – 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*
9. 8:40 PM **Old/New Business**
 - i. Request to revise the Personnel Policies and Procedures Section 6.9 Longevity, to increase longevity payments to eligible personnel in the amount of \$100, per each tier – *Ellen Rainville, Library Director*
 - ii. Update on the Bruce Freeman Rail Trail Project – *Michelle Collette, Recreation Director*
 - iii. Request to accept the following easements:
 - a. Trail easement for Diane Lane (also referred to as 0 and 37 Carlisle Road)
 - b. Modification to the previously approved trail and water easements for “Cloverleaf Fields” (formerly 22 Griffin Road)
– *Joe Giniewicz, Town Planner*
 - iv. Consider 15 appointments for the Community Behavioral and Mental Health Committee as full members for terms expiring on June 30, 2026:
 - Patricia Blackstock, Admissions/Guidance Counselor, Nashoba Valley Technical High School
 - Alison Christopher, Westford Social Worker
 - Nancy Cook, Resident
 - Rae Dick, Westford Health Director
 - Sarah Glatt, Resident
 - Susan Hanly, Member, Westford Board of Health
 - Meredith Hogarty, Resident
 - Nicole Laviolette, Westford Community Wellness Coordinator
 - Richard Layne Jr, Firefighter/Paramedic, Westford Fire Department
 - Rebecca Lockwood, Minister, First Parish Church United
 - Courtney Moran, Director of Pupil Services
 - Brittany Nash, Westford Regional Community Health and Wellness Coordinator
 - Clare O’Brien, Resident
 - Rachael O’Toole, Resident

- James Peloquin, Captain, Westford Police Department
 - Babita Piplani, Resident
 - Mary Rockwood, Resident
 - Katherine Lee Steele-Dantin, Resident
 - Jillian Thatcher, Resident
 - Mary-Ellen Wildman, Resident
- v. Request from the Zoning Board of Appeals to appoint Daniel Britko as a full member for a term expiring on June 30, 2025 and Jeffrey Valcourt as an alternate member for a term expiring on June 30, 2026
- vi. Request from the Commission on Disability to appoint Kathryn Clear as a full member for a term expiring on June 30, 2025

10. 8:55 PM **Annual Town Meeting – Saturday, March 25, 2023 at 10:00 AM**

Select Board review warrant articles, set the order, and take positions

ARTICLE 1:	Accept Town Reports	<i>Town Manager</i>
ARTICLE 12:	Appropriate Chapter 90 Local Transportation Funds for Roadway Maintenance	<i>Town Manager</i>
ARTICLE 13:	Appropriate Funds from Water Enterprise Other Post Employment Benefits Stabilization Fund to the Water Enterprise Budget	<i>Board of Water Commissioners</i>
ARTICLE 14:	Authorize the Select Board to Accept Easements	<i>Select Board</i>
ARTICLE 18:	Change the Time of Annual Town Meeting	<i>Select Board</i>
ARTICLE 24:	Authorize the Select Board to Petition the General Court for 1 (One) Additional Chapter 138 Section 15 Alcohol Beverages Retail License to be Exercised by Nab One Stop Shop Inc. Located at 60 Brookside Road	<i>Citizen's Petition</i>

11. 9:15 PM **Board Reports/Updates**

Town and School Safety Task Force Final Report Presentation and request to disband the Task Force– *Tom Clay, Co-Chair, Town and School and Safety Task Force*

12. 9:25 PM **Minutes for Approval**

For Release – Regular Session

- January 12, 2023 – joint with Finance Committee
- January 19, 2023 – joint with Finance Committee and School Committee
- January 24, 2023
- January 26, 2023 – joint with Finance Committee

13. 9:30 PM **Town Manager's Report**

- i. Request to approve the following:
- a. Contracts:
1. F.G. Sullivan Drilling Company, Inc. for a contract amendment for construction services for the replacement of the Depot Street drinking water source well in the amount of \$93,896, as requested by the Water Department

2. New England Disposal Technologies for drinking water residual waste from the Forge Village Water Treatment Plant in the amount of \$22,732.94, as requested by the Water Department
- b. Purchase Orders:
1. Process Distributors for Constant Chlor Plus Dry Chlorinator Briquettes in the amount of \$17,968, as requested by the Water Department

14. 9:35 PM **Correspondence**

15. 9:40 PM **Adjournment**

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
February 14, 2023**

Incoming Correspondence:

IC 01	01/23/2023	Notice of 2023 Massachusetts Police Accreditation for the Westford Police Department
IC 02	01/23/2023	Northern Middlesex Council of Governments Call for Project Proposals – Deadline Extended
IC 03	01/23/2023	Ronald Deschenes Notice of Resignation from Nashoba Valley Technical School Committee
IC 04	01/26/2023	Central Massachusetts Mosquito Control Project Form SRB-1
IC 05	01/26/2023	Massachusetts Department of Transportation Notice of Roadway Improvement Project located on Boston Road
IC 06	01/30/2023	Coneco Engineers & Scientists Public Involvement Notification
IC 07	01/31/2023	Xfinity Emergency/Trouble Reporting Procedure