



TOWN OF WESTFORD
SELECT BOARD

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

REVISED
MEETING AGENDA

February 7, 2022 at 9:05 AM

Tuesday, February 8, 2022
6:30 PM

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

1. 6:30 PM **Call to Order**
2. 6:30 PM **Executive Session to discuss strategy with respect to collective bargaining with the Office and Professional Employees International Union (OPEIU) and Westford Public Works Association (WPWA), as an open session may have a detrimental effect on the town's bargaining position**
3. 7:00 PM **Return to Open Session**
4. 7:00 PM **Pledge of Allegiance**
5. 7:02 PM **Open Forum/FAQ/Announcements**
 - i. Announce promotions and reassignments of the following employees within the Police Department effective January 30, 2022:
 - Detective Lieutenant Jim Peloquin promoted to Captain (Administrative)
 - Lieutenant Christopher Ricard assigned to Detective Lieutenant
 - Sergeant Brandon Holmes promoted to Lieutenant (Patrol)
 - Detective Tim Hughes promoted to Sergeant (Patrol)
 - Officer Justin Belinsky assigned to Detective
 - ii. Announce the upcoming vacancy on the Nashoba Valley Technical High School District Committee of an alternate seat with next term to expire on March 31, 2025
6. 7:05 PM **Request for a change of directors and manager on an M.G.L. c. 138 §12 All Alcohol Club License for Nabnasset American Legion Post 437, Inc., 114 Dunstable Road – John Leva, Proposed Manager and Vice President**
7. 7:10 PM **Consent Agenda – Request to approve the following:**
 - i. Permission to route part of Annual Boston Brain Tumor Ride through Westford on Sunday, May 15, 2022 – *David Drilk, National Brain Tumor Society*
 - ii. Permission to hold a fundraiser involving selling and placing signs on Town Common in honor/memory of our veterans for Memorial Day, Friday, May 27, 2022 – Friday, June 3, 2022 and for Veteran's Day, Thursday, November 10, 2022 – Thursday, November 17, 2022 – *Nancy Cook, Westford Remembers*

8. 7:15 PM **Joint meeting with the Finance Committee and School Committee - Presentation of the Fiscal Year 2023 Budget Message** – *Jodi Ross, Town Manager*
9. 7:35 PM **Joint meeting with the Permanent Town Building Committee to discuss sustainability options for the New Center Building at 51 Main Street** – *Tom Mahanna, Chair, Permanent Town Building Committee*
10. 8:00 PM **Continuation of American Rescue Plan Act (ARPA) funding requests to determine allocations (ARPA summaries are available to view at the following link: [ARPA Funding](#)):**
 - i. Review projects approved, funding spent, and funding available to date
 - ii. Review remaining phase I Covid-19 related requests:
 - WestfordCAT
 - School Department
 - Facilities
 - Fire Department
 - Health Department
 - Council on Aging
 - J.V. Fletcher Library
 - Claire Redman
 - Conservation
 - Parks & Recreation
 - Town Manager
11. 8:45 PM **Old/New Business**
 - i. Request from Westford Remembers to install a memorial/honorary marker for the late Westford Police Chief Joseph P. Connell, Sr. on the traffic island located at Connell Drive – *David Christiana, Westford Remembers*
 - ii. Update and discuss next steps on the 12 North Main Street property – *Eric Heideman, Assistant Town Manager*
 - iii. Request to open the Annual Town Meeting Warrant, Saturday, June 11, 2022
 - iv. Designate a Select Board Member to participate in collective bargaining negotiations for the following:
 - Office and Professional Employees International Union (OPEIU)
 - Communication Workers of America (CWA)
 - Westford Public Works Association (WPWA)
 - Westford Superior Officer’s Association (WSOA)
 - Westford Police Association (WPA)
 - Westford Education Association (WEA) Unit A – Teachers
 - Westford Education Association (WEA) Unit B – Curriculum Coordinators
 - Westford Education Association (WEA) Unit C – Nurses
12. 9:05 PM **Board Reports/Updates**

13. 9:10 PM **Minutes for Approval**
For Release – Regular Session

- December 14, 2021
- January 11, 2022
- January 25, 2022

14. 9:15 PM **Town Manager's Report**

- i. Request to remove the Town Manager as a member from the Economic Development Committee
- ii. Request approval of the following:
 - a. Grants:
 1. National Association of County and City Health Officials to strengthen MRC unit's current capabilities for evolving response missions in the amount of \$10,000, as requested by the Health Department
 2. [Grant amendment with the Massachusetts Department of Public Health, Office of Local and Regional Health for Covid-19 public health response activities in the amount of \\$111,269, as requested by the Health Department](#)
 - b. Contracts:
 1. Blue Cross and Blue Shield of Massachusetts, Inc. administrative services account agreement as required for our partially self-funded health insurance plan for covered members, as requested by the Health Insurance Trust Fund Trustees
 2. Lowell Regional Transit Authority for a Vehicle Lease of a lift-equipped 2022 Type C 14 Passenger Cutaway, as requested by the Council on Aging
 3. Tighe & Bond for professional engineering services for the Blanchard School Wastewater Treatment Facility Upgrades and Painting Project in the amount of \$26,900, as requested by the Water Department
 4. Mass Cultural Council for Westford's Local Cultural Council FY 22 Program in the amount of \$8,900, as requested by the Westford Cultural Council
 - c. Purchase Orders:
 1. Sanofi Pasteur Inc., for flu vaccines for the 2022 season in the amount of \$48,198.17, as requested by the Health Department
 2. J.T. Lynne Flow Elements for replacement flow control valves at the Nutting Road Water Treatment Plant in the amount of \$32,649, as requested by the Water Department
 3. GovConnection, Inc. for wireless access points in the amount of \$16,859.50, as requested by the Technology Department

15. 9:20 PM **Correspondence**

16. 9:25 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_wtSc-SkWSGa56mTXC6ypYQ. 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.

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 8, 2022**

Incoming Correspondence:

IC 01	01/21/2022	Letter from Peter Deane, 8 Howard Road regarding FY22 Real Estate Exemption
IC 02	01/24/2022	Xfinity notice
IC 03	01/25/2022	Letter from Kathy Estridge, 12 Vose Hill Road, recognizing Animal Control Officer Hirschler
IC 04	01/26/2022	State Reclamation and Mosquito Control Board Budget Notification and Compliance Certification Policy Revised

Outgoing Correspondence

OC 01	01/28/2022	Letter of support to MassDOT regarding the Rourke Bridge/Wood Street Improvement Project
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