



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 23, 2021 at 2:45 PM

Tuesday, February 23, 2021  
7:00 PM

Meeting will be held virtually- instructions are below

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**  
Recognition and thank you to Hal Schreiber for providing 20 years of service to our seniors in the AARP Tax Preparation Program
4. 7:05 PM **Westford Community Access Television Presentation of 2020 Draft Financials**  
– Kristi Bates, WestfordCAT President, Jack Wang, Treasurer, and Sarah Fletcher, Executive Director
5. 7:15 PM **Update from the Recycling Commission on the analysis of Pay-As-You Throw (PAYT) Programs for solid waste and recycling and discussion regarding current household trash limits**  
– Corey Groves, Recycling Commission
6. 7:35 PM **Old/New Business**
  - i. Discuss requirements and consider applying for the Staffing for Adequate Fire and Emergency Response (SAFER) grant  
– Joe Targ, Fire Chief, and Michael Denehy, Fire Captain
  - ii. Request from SCG Development Partners, LLC and CHOICE Inc, to provide a letter of support for Community Preservation Funding for the proposed Town Farm Residences, a mixed income senior housing development at 35 Town Farm Road  
– David Hedison, CHOICE Inc
  - iii. Request to appoint **five new members** to the following applicants to the Clean Energy and Sustainability Committee:
    - a. Michael Effiong as a full member for a term expiring on June 30, 2022
    - b. Erika Kohl as a full member for a term expiring on June 30, 2021
    - c. Beth Perkins as a full member for a term expiring on June 30, 2022
    - d. Thomas Teller as a full member for a term expiring on June 30, 2023
    - e. **Susan Thomas**
    - f. Mark Tincknell as a full member for a term expiring on June 30, 2023

7. 7:50 PM **Consent Agenda – Requests to approve the following**  
Town Common Request:  
 Event: Easter Morning Church Service  
 Applicant: John Ralls on behalf of Cornerstone Congregational Church  
 Date: Sunday, April 4, 2021  
 Time: 9:00 AM to 12:30 PM
8. 7:55 PM **Board Reports/Updates**
9. 8:00 PM **Minutes for Approval**  
Executive Session – For Release:
- July 9, 2019
  - August 27, 2019
  - October 15, 2019
  - November 12, 2019
  - November 26, 2019
10. 8:05 PM **Town Manager’s Report**
- i. Update on 1, 4 Dioxane results at the Westford Landfill Wells and Westford Water Department Supply Wells Forge I and II – *Steve Cronin, Department of Public Works Director*
  - ii. Request from Denise Pigeon, Superintendent of Nashoba Valley Technical High School (NVTHS), for Westford to consider additional CARES Act funds to support a portion of their COVID costs not funded by FEMA to increase the amount from \$11,657 to \$26,889
  - iii. Announce application submitted to the Massachusetts Office of Business Development for the Regional Pilot Project Grant Program to secure additional funding to expand our Community Development Block Grant (CDBG-CV)
  - iv. Designate Select Board member to participate in the International Association of Fire Fighters (IAFF) FY22-24 contract negotiations
  - v. Request approval of the following:
    - a. Contracts:
      1. Northern Middlesex Council of Governments for to cover the provision of professional staff support under the District Local Technical Assistance (DLTA) XIV program, as requested by the Director of Land Use Management
      2. National Association of County and City Health Officials (NACCHO) for a grant agreement to build the capacity of local Medical Reserve Corps (MRC) units, as requested by the Health Director
11. 8:15 PM **Correspondence**
12. 8:20 PM **Adjournment**

**Options available to access the Select Board meeting remotely:**

1. Register to watch the meeting through the GotoWebinar website at: <https://attendee.gotowebinar.com/register/3160508103858490636>. After registering, you will receive a confirmation email. There are basic instructions on how to use GoToWebinar available at: [www.youtube.com/watch?v=IQ3Xwwgbd8Y](http://www.youtube.com/watch?v=IQ3Xwwgbd8Y).
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](http://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](mailto:tmaa@westfordma.gov).*

**Select Board  
Correspondence  
February 23, 2021**

**Incoming Correspondence:**

IC 01	02/05/2021	Verizon Fios TV Programming Change and Package Content Rate Increase
IC 02	02/08/2021	MassDOT Forging Ahead Service Proposal Environmental Notification Form
IC 03	02/10/2021	Xfinity Programming Advisory
IC 04	02/16/2021	Letter from Dennis Galvin regarding Selection Process for Chief of Police
IC 05	02/16/2021	Merchant McIntyre Associates Free Consultation Notice
IC 06	02/16/2021	Westford Board of Health Recognition of Westford Health Department Employees
IC 07	02/18/2021	Thank you to Patty Dubey and Lost Pet Prevention Flyers from Westford Girl Scout Troop 88052
IC 08	02/19/2021	Fire Chief's Association of Massachusetts, Inc. letter regarding the Department of Public Health's update on COVID-19 vaccines

**Outgoing Correspondence:**

OC 01	02/08/2021	Letter of Support for Middlesex 3 Coalition's Regional Pilot Project Grant Application
OC 02	02/11/2021	License to Enter and Use Real Property
OC 03	02/11/2021	Letter of Support for the Greater Lowell Chamber of Commerce's Travel and Tourism Recovery Grant Application