



## TOWN OF WESTFORD SELECT BOARD

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

# REVISED

### MEETING AGENDA

Tuesday, March 10, 2026

7:00 PM

Town Hall Meeting Room, 2<sup>nd</sup> Floor

*Originally posted March 5, 2026 at 3:35pm*

*Revised posted March 9, 2026 at 1:45pm*

Meeting participants are welcome to attend the Select Board meeting in person or attend 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\\_jt-qH4vMSK-wVW6pdObKTg](https://westfordma-gov.zoom.us/webinar/register/WN_jt-qH4vMSK-wVW6pdObKTg)

OR <https://tinyurl.com/WestfordSBmtg03102026>

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**
  - A. Vacant Board and Committee seats and thank you to volunteers
    - 300<sup>th</sup> Anniversary Committee (3 seats)
    - Affordable Housing Trust (1 seat)
    - Agricultural Commission (2 seats)
    - Clean Energy & Sustainability (2 seats)
    - Commission on Disability (1 seat)
    - Communications Advisory Committee (1 seat)
    - Community Preservation Committee (1 seat)
    - Cultural Council (1 seat)
    - Election Officer (91vacant, 300max)
    - Healthy Westford Committee (2 seats)
    - Monuments & Memorials Committee (1 seat)
    - Nashoba Valley Tech HS Committee (1 seat)
    - Northern Middlesex Stormwater Collab (1 seat)
    - Open Space & Rec Plan Committee (2 seats)
    - Parkerville Schoolhouse Committee (1 seat)
    - Parks & Recreation Commission (2 seats)
    - Pedestrian Improvement Plan for MCMOD Advisory Committee (3 seats)
    - Permanent Town Building Committee (1 alt seat)
    - Recycling Commission (1 seat)
    - Rte 40 Corridor Study Advisory Committee (1 seat)
    - Zoning Board of Appeals (1 alt seat)
4. 7:05 PM **Consent Agenda – Request to approve the following:**
  - A. Use of Common Request:
    - Event: Easter Sunrise Service
    - Applicant: First Parish Church United
    - Date: Sunday April 5<sup>th</sup>, 2026
5. 7:10 PM **Request for a Change of Manager on M.G.L. c.138 §12 All Alcohol Beverages Club License at the Stony Brook Fish and Game Association located at 128 Lowell Road. The proposed Officer is Zachery Swanfeldt**

6. 7:15 PM **Update on the Boston Road Construction Project and request to consider executing an APR Release for the Boston Road Reconstruction Project as requested by MassDOT**

- Paul Starratt, Town Engineer

7. 7:20 PM **Public Hearing –To approve the application for a Class II Auto Dealer License from Hussein Jaafar and Christopher Carras, doing business as Carras Group LLC, located at 238 Littleton Road**

8. 7:25 PM **Request to donate memorial park bench for placement at Roudenbush Community Center, located at 65 Main Street**

- John Conway

9. 7:30 PM **Robinson School Building Project update and schedule review**

- Valery Young, Robinson School Building Committee Co-Chair

10. 7:40 PM **Annual Town Meeting – Saturday, March 28th, 2026 at 9:00 AM**

A. Vote recommendations for Articles 2 and 10

B. Discuss Town Meeting logistics

| Article #         | Article Title                                                             | Sponsor                       |
|-------------------|---------------------------------------------------------------------------|-------------------------------|
| <b>Article 2</b>  | Approve Fiscal Year 2026 Budget Supplemental Appropriations and Transfers | <i>Town Manager</i>           |
| <b>Article 10</b> | Approve Community Preservation Committee Recommendations                  | <i>Community Preservation</i> |

11. 7:50 PM **Old/New Business**

A. Follow up on annual Town Manager Performance Review

B. [Review and approve language associated with H5075 - An Act Authorizing the Town of Westford to Grant One Additional License for the Sale of All Alcoholic Beverages to be Drunk Off the Premises at 103 Main Street](#)

12. 8:00 PM **Minutes for Approval**

February 10, 2026

13. 8:05 PM **Board Reports/Updates**

14. 8:10 PM **Town Manager's Report**

Request to approve the following:

A. Contracts

- i. Designer services with Lavallee Brensinger Architects for the Robinson School Building Feasibility Study in the amount of \$1.3M, as requested by the Robinson School Building Committee
- ii. Littleton Road Widening Design Contract Amendment with TEC, Inc. in the amount of \$500,000 as requested by the Engineering Department

- iii. West Street Intersection Improvement Project with AF Amorello & Sons for the North Main Street in the amount of \$545,469 as requested by the Engineering Department
- iv. Year 8 Stormwater Permit Compliance with Tighe & Bond in the amount of \$63,800.00 as requested by the Engineering Department
- v. Town-wide Catch Basin Cleaning Services contract with New England Stormwater Management in the amount of \$68,330.00 as requested by the Department of Public Works
- vi. Town-wide Sweeping Services with Millenium Maintenance & Power Sweeping, Inc in the amount of \$51,503.80 as requested by the Department of Public Works
- vii. Supply and delivery of diesel fuel for Fire and Water equipment by J.A. Healy & Sons Inc., for a term extension of one year beginning May 1<sup>st</sup>, 2026, as requested by the Fire and Water Departments
- viii. Purchase of medical supplies through a cooperative agreement between Charles County, MD and Bound Tree Medical LLC for a one-year period with the option to renew for up to three (3) additional terms, as requested by the Fire Chief

**15. 8:25 PM Correspondence**

**16. 8:30 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 [accessibility@westfordma.gov](mailto:accessibility@westfordma.gov)*