



TOWN OF WESTFORD
SELECT BOARD

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

AMENDED MEETING AGENDA

Amended 3/13/2023

Tuesday, March 14, 2023

3:00 PM

7:00 PM

VIRTUAL MEETING ONLY

Meeting participants are welcome to 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_Gg9tLGb0T8iCkoJdcCW5aw

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**
Recognize Alan Quan, Westford Student, for winning first place in the New England Regional Braille Challenge hosted by the Carrol Center for the Blind on February 11th
4. 7:05 PM **Request for a change of manager on a M.G.L. c. 138 §15 Convenience Store Wine and Malt Beverage License for Rapid Refill, 498 Groton Road – Justin Lord, Proposed Manager**
5. 7:10 PM **Request to change the “doing business as” on a M.G.L. c. 138 §15 All Alcohol Package Store License for Craft Beer Cellar to CBC Liquors – Sandeep Bajaj, Owner**
6. 7:15 PM **Consent Agenda – Request to approve the following:**
 - i. **Town Common and Bandstand:**
 - a. Event: Easter Egg Hunt/Magic Show/Crafts for Kids
Applicant: Grace Community Church
Date: Saturday, April 1, 2023 (rain date: Sunday, April 2, 2023)
Time: 8:00 AM to 3:00 PM
 - b. Event: Veterans Signs on the Common for Memorial Day
Applicant: Westford Remembers
Date: Friday, May 26, 2023 to Saturday, June 3, 2023
 - c. Event: Veterans Signs on the Common for Veterans Day
Applicant: Westford Remembers
Date: November 4, 2023 to November 12, 2023
 - ii. **Banner:**
 - a. Event: Apple Blossom Festival and Parade
Applicant: Stefany Eck on behalf of the Kiwanis Club of Westford
Dates: Wednesday, May 3, 2023 to Saturday, May 13, 2023

Location: First Parish Church

b. Event: Memorial Day

Applicant: Ryan Cobleigh, Veterans Services Officer

Dates: Friday, May 19, 2023 – Monday, May 29, 2023

Location: J.V. Fletcher Library

7. 7:20 PM **Joint meeting with the Finance Committee to hear an update on the Cameron Senior Center HVAC Project** – *Chris Karpinsky, Permanent Town Building Committee, Jeff Goodwin, Facilities Director, and Alicia Monks, CHA Consulting, Inc.*
8. 7:40 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*
9. 8:10 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
 - ii. Review and consider new and existing requests for funding
10. 8:55 PM **Old/New Business**
- i. Request from Northern Middlesex Council of Governments (NMCOG) for a letter of support for participating in the Municipal Digital Equity Program – *Chris Hayes, Economic Development and Housing Planner, NMCOG*
 - ii. Request to disband the Town Manager Search Committee
 - iii. Consider approval of recommended language for the ballot question for May 3, 2023 Annual Town Election:
 - a. 51 Main Street
 - b. Roof Replacement at Lloyd G. Blanchard Middle School
 - c. Indigenous Peoples Day
11. 9:05 PM **Public Hearing**
Request to layout Byrne Place as a public way – *Paul Starratt, P.E., Town Engineer*
12. 9:10 PM **Annual Town Meeting – Saturday, March 25, 2023 at 10:00 AM**
Select Board review warrant articles and take positions

ARTICLE 11:	Approve Fiscal Year 2024 Operating Budget	<i>Town Manager</i>
ARTICLE 19:	Amend the Zoning Bylaw to regulate Indoor and Outdoor Commercial Recreation and Winter Commercial Recreation in additional zoning districts, and to establish a Commercial Recreation Overlay District related to Kimball Farm and Nashoba Valley Ski Area	<i>Planning Board</i>
ARTICLE 20:	Amend the Zoning Bylaw to Add 7 Carl Thompson Road to the Residence A Zoning District	<i>Citizens' Petition</i>
ARTICLE 22:	Accept Byrne Place as a Public Way	<i>Select Board</i>
ARTICLE 23	Ensure the APR on Drew Garden Property is Enforced	<i>Agricultural Commission</i>

13. 9:40 PM **Board Reports/Updates**

14. 9:45 PM **Town Manager's Report**

- i. Request to approve the following:
 - a. Grants:
 1. Department of Environmental Protection for one electric vehicle under the Massachusetts Electric Vehicle Incentive Program in the amount of \$7,500, as requested by the Town Manager's Office
 - b. Purchase Orders:
 1. Presidio for software and services in the amount of \$20,411.51, as requested by the Technology Department

15. 9:50 PM **Correspondence**

16. 9:55 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
March 14, 2023**

Incoming Correspondence:

IC 01	02/26/2023	Clean Energy and Sustainability Committee Request to Support Sustainability Coordinator Position
IC 02	02/27/2023	Council on Aging Request to Consider Seniors Relative to Discussions Surrounding Increased Tax Implications
IC 03	03/06/2023	Chris Kuntz Email Regarding Bylaws Governing Gambling Establishments in Westford
IC 04	03/09/2023	Comcast Xfinity TV Changes
IC 05	03/09/2023	Hugh MacDonald Email Regarding Firearms Dealers, Permitting, and Bylaws
IC 06	03/09/2023	MJ McKeown Request for a Joint Planning Board Select Board Meeting to discuss Zoning Bylaws