



TOWN OF WESTFORD  
BOARD OF SELECTMEN

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886

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

# Action Taken

## MEETING AGENDA

Tuesday, March 26, 2019

7:30PM

Town Hall, Meeting Room, 55 Main Street

**Selectman Clay absent**

1. 7:30PM **Call to Order**

2. 7:30PM **Pledge of Allegiance**

3. 7:32PM **Open Forum/FAQ/Announcements**

- Selectman Kost gave a special thank you to Town Manager Jodi Ross and town staff for outstanding preparation for Annual Town Meeting.
- Selectman Hazelton thanked WestfordCat for their exceptional coverage of Annual Town Meeting.
- Bill Harman inquired if he could be allowed to speak about town meeting in particular Article 16 and non-binding resolutions during the Town Meeting discussion.
- John Cunningham found it disquieting to use motions to dismiss an article, which limited debate and discourages citizen petitions.
- Jim Antonelli was disconcerted about the lack of debate.
- Bob Price had concerns with the use of the consent agenda during Annual Town Meeting – voters were confused and did not have time to review articles and ask questions.
- Selectman Kost asked to have the Moderator in to a future meeting to discuss these concerns.

4. 7:35PM **Request from Westford Academy administration to temporarily lift the one-way traffic restriction on Patten Road**

**Approved 4-0**  
**Temporarily until end of 2019 school year as soon as the schools can coordinate signs, notifications - with residents and schools to report back to BoS in June**  
*Jim Antonelli, Principal Westford Academy*

5. 7:50PM **Presentation of Roudenbush Community Center Playground Renovation Project and request to proceed with the project**

**Approved 4-0**  
**Subject to BOH review and approval of the surface materials to be utilized**  
*Michelle Sullivan, TRCCI Executive Director & Diane Wood, Volunteer*

6. 8:05PM **Discuss Stormwater Management funding options**

**Continued to BoS meeting on April 9, 2019**

7. 8:35PM  
**Approved charge 4-0 with amendments**  
**Approved 4-0 to add an alternate member**

**Old/New Business**

1. Update from the Energy Committee and request to amend their Charge – *Mike Berlinski, Chair*
2. Recap and any follow-up details from March 23, 2019 Annual Town Meeting
  - Bill Harman shared his thoughts with the board regarding the APR at 66-68 Boston Rd, whether if they choose to amend it, will they follow Article 97.
  - Selectman Almeida asked to have Ebi Masalehdan back to present his agricultural plan and have the Selectmen relay their expectations to him, and have the Town Manager research any code violations of the unoccupied farm stand and green house.
  - BoS discussed motion to dismiss was used to cut off debate. Town Manager to investigate with Town Counsel whether town meeting rule or bylaws are needed to prevent this in the future.
3. Consider next steps for 35 Town Farm Road property
4. Approve letter to Yule Development, Inc. regarding termination of lease payments on June 30, 2019 to Millworks, for leased space at 22 Town Farm Road

**Continued to April 23, 2019** →  
**Approved 4-0**

8. 9:05PM

**Consent Agenda- Request to approve the following**  
**Application for Approval of a Special License**

1. Event: Fundraiser  
Applicant: Friends of East Boston Camps - Denise Brunelle  
Date: June 8, 2019  
Time: 5:00PM to 11:00PM  
Location: East Boston Campground
2. **Town Common Permit**  
Event: Easter Egg Hunt  
Applicant: Orange Theory Fitness  
Date: April 20, 2019  
Times: 1:00PM to 3:00 PM

**Approved 4-0 subject to public safety recommendations**

9. 9:10PM

**Minutes for Approval**  
**For Release**

**Approved 4-0**

- March 12, 2019 – Regular Session

10. 9:15PM

**Board Reports/Updates**

- Selectman Hazelton announced that there will be an open position on Permanent Town Building Committee (PTBC) as Karen Cavanagh resigned. The BoS thanked her for her years of service.
- Selectman Almeida announced that there is a meeting of the 63 Main St Task Force on Monday night at the Fletcher Fire Station 1 at 7:00pm.

11. 9:20PM  
**Approved 4-0**

**Town Manager's Report**

1. Request to approve FY20 non-union pay classification plan
2. Request approval of the following:
  - a. Contracts:
    - i. Clean Harbors for the May 18, 2019 Hazardous Waste Collection not to exceed \$12,000
    - ii. Mills Whitaker Architects, LLC for Design Services for the restoration/remediation of the J.V. Fletcher Library historic Greek Revival windows in the amount of \$17,000
    - iii. Construction Phase Services Contract Amendment to TEC, Inc. for the Dunstable Road Intersection Project in the amount of \$31,160.
    - iv. Maria Lucci for Substance Abuse Counseling not to exceed \$2,300
  - b. Purchase orders:
    - i. CXtec for network equipment in the amount of \$43,220

**Approved 4-0**

12. 9:25PM      **Correspondence**

13. 9:30PM      **Adjournment**

**Board of Selectmen  
Correspondence  
March 26, 2019**

**Outgoing Correspondence:**

**Incoming Correspondence:**

IC 01	2/21/19	2019 Economic Development Committee Work Plan
IC 02	3/08/19	Xfinity Annual Notice
IC 03	3/13/19	Fios TV Listings
IC 04	3/13/19	Planning Board Notice of Decision – 22 Town Farm Rd

*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).*