



TOWN OF WESTFORD
SELECT BOARD

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

MEETING AGENDA

Tuesday, March 28, 2023

7:00 PM

Town Hall Meeting Room, 55 Main Street, 2nd Floor

Meeting participants are welcome to attend the Select Board meeting in person or 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_gNc0Gd9dREa1gZwvZsx91A

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**
4. 7:05 PM **Joint meeting with the School Committee and Town Moderator to appoint one (1) representative to the Nashoba Valley Technical High School Committee:**
 - i. Alicia Mallon
 - ii. Emanuel Manolopoulos
5. 7:15 PM **Joint meeting with the Clean Energy and Sustainability Committee and Sustainability Coordinator Susan Thomas to discuss the Westford Climate Roadmap – V.2**

Michael Berlinski, CEASC Chair

Beth Perkins, CEASC Member

Sue Thomas, Sustainability Coordinator

6. 7:35 PM **Consent Agenda – Request to approve the following:**
 - i. Town Common and Bandstand:
 - a. Event: Easter Sunrise Service for First Parish Church United
Applicant: First Parish Church United
Date: April 9, 2023
Time: 6:45am – 7:30am
 - b. Event: Mental Health Awareness Month Event
Applicant: Rae Dick
Date: May 1, 2023
Time: 3:00pm – 4:30pm
 - c. Event: Mental Health Awareness Month Flags
Applicant: Rae Dick
Date: May 1, 2023-May 5, 2023

d. Event: Westford Memorial Day
Applicant: Ryan Cobleigh, Veterans Service Officer
Date: May 28, 2023
Time: 8:00am -2:00pm

7. 7:40 PM **Old/New Business**

- i. Request to approve Middlesex County Retirement Board Approval of One-Time COLA Retirees Adjustment
- ii. Access to Town Meeting Committee Remote Participation Workgroup Update – *Tom Barry*
- iii. Request to disband the Access to Town Meeting Committee, *Diane Wood*
- iv. Review and discuss draft Solid Waste (Trash and Recycling) Request for Proposal for contract beginning in FY25 – *Eric Heideman, Assistant Town Manager*
- v. Request to approve Mental Health Awareness Month Select Board Proclamation – *Nicole Laviolette, Community Wellness Coordinator*

8. 8:00 PM **Board Reports/Updates**

9. 8:05 PM **Minutes for Approval**
For Release – Regular Session

- February 14, 2023
- February 25, 2023

Not for Release – Executive Session

- February 28, 2023

10. 8:10 PM **Town Manager’s Report**

- i. Announce that the 2023 State of the Town Presentation is posted on the [town website](#)
- ii. Request to authorize the Town Manager to explore natural gas and electricity contract renewals for our municipal and school buildings working collaboratively with the town’s energy broker, Tradition Energy
- iii. Request to approve the following:
 - a. Grants
 1. Request to accept Combination Dynamic Speed Feedback and School Zone Speed Limit Sign Assemblies as awarded by MassDOT’s Safe Routes to School Program and enter into a Memorandum of Agreement for their installation, as requested by the Department of Public Works
 - b. Contracts:
 1. Request to accept contract with the Massachusetts Department of Public Health for Municipal Health Services, as requested by the Health Department
 2. Request to approve requisition from Seagrave Fire Apparatus, LLC for \$2,149,084.00 to build a TP5KCT Marauder Apollo quint rear-mount platform tower truck, as requested by Westford Fire Department
 3. Request to accept contract with CHA Consulting for Owner’s Project Manager Services in the amount of \$945,595.00 for the Library Building Project, as requested by the J.V. Fletcher Library

11. 8:20 PM **Correspondence**

12. 8:25 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.

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**Select Board
Correspondence
March 28, 2023**

Incoming Correspondence:

IC 01	01/16/2023	R.Deschenes Notice of Resignation from NVTSC
IC 02	02/25/2023	Governor Maura T.Healey letter, Westford's Chapter 90 apportionment for Fiscal Year 2024
IC 03	03/13/2023	Comcast, Ban International is ceasing operations and will no longer be available through Xfinity.
IC 04	03/16/2023	Letter from Tim Brazy Landmark Dividend
IC 05	03/16/2023	E.Franklin Miller Email Regarding Town Farm, Westford 40B Development
IC 06	03/17/2023	KP Law Notice of Rate and Retainer Increased for FY24
IC 07	03/21/2023	Chelmsford-Lowell Elks Lodge #2310 Installation of Officers