



TOWN OF WESTFORD  
SELECT BOARD

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

**ACTION TAKEN** **REVISED**

**MEETING AGENDA**

**April 24, 2023 at 3:50 PM NKL**

Tuesday, April 25, 2023  
7:00 PM

Town Hall Meeting Room, 55 Main Street, 2<sup>nd</sup> 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\\_HPRs4SYjSQGClwrjmHK82w](https://westfordma-gov.zoom.us/webinar/register/WN_HPRs4SYjSQGClwrjmHK82w)

**Remote: SB Chair Peraner Sweet, SB Vice Chair Tom Clay (until 9:00 PM)**

1. 7:00 PM **Call to Order**
2. 7:00 PM **Pledge of Allegiance**
3. 7:02 PM **Open Forum/FAQ/Announcements**
  - **SB Chair Peraner - Sweet reminded residents that Tuesday, May 2, 2023 is the town election and polls would be open 7:00 AM to 7:00 PM**
  - Recognition of Library Trustee Robert Price stepping down from the Library Trustee Board after 24 years
  - Recognition of Joe Delpapa's Retirement with 26.5 years of service in the Westford Fire Department.
  - Recognition of Lt. Donald R, Parsons Retirement with 47 years of service in the Westford Fire Department
  - Recognition of Lt. **Captain** Mark Valcourt Retirement with 38 years of service in the Westford Fire Department
  - Recognition of Kate Hollister for her 13 years of service on the Planning Board
  - **Select Board recognized SB Member Tonakarn-Nguyen for her years of service and dedication to the SB, as the meeting was her last SB meeting due to not seeking reelection to board**
4. 7:15 PM **Public Hearing - Request for change of Corporate Officer/LLC Manager for M.G.L c. 138 §12 All Alcohol restaurant license for 99 Restaurants of Boston, LLC d/b/a 99 Restaurant, 333 Littleton Road, Joseph Devlin, ESQ**  
**Approved 5 - 0**
5. 7:20 PM **Consent Agenda – Request to approve the following:**
  - i. Town Common and Bandstand:
    - a. Event: Westford Chorus 40<sup>th</sup> Anniversary gathering  
Applicant: Westford Chorus

Dates: Sunday, June 11, 2023

Time: 2:00 PM – 5:00 PM

**Approved 5-0 subject to all public safety recommendations**

6. 7:22 PM **Meeting with Westford CAT**  
Presentation on Westford CAT yearly financial status  
*Sarah Fletcher Westford CAT*  
*Jack Wang Westford CAT Board Treasurer*
  
7. 7:35 PM **Proposed Firearms Bylaw**  
Review of draft bylaw (with input from staff) to regulate Firearm Businesses through zoning, and possible vote to co-sponsor the zoning bylaw amendment with the Planning Board. This is a work session only and no comments from the public will be permitted. Members of the public are invited to attend and observe the proceeding but will not be recognized to speak  
*Jeff Morrissette, Director of Land Use Management*  
*Ronald Paulauskas, Deputy Chief of Police*  
**SB Voted 5 – 0 to co-sponsor a potential Zoning Bylaw amendment with the Planning Board specifically related to the regulation of Firearm Businesses**
  
8. 7:55 PM Request to authorize the Town Manager to enter into an electricity supply contract for the town and school buildings for a period of up to 36 months beginning in December 2024 and to enter into a gas supply contract for the town and school buildings for a period up to 36 months beginning on March 2024  
*Kristen Las, Town Manager*  
**Two votes taken by SB:**  
**Approved 5 – 0 Electric**  
**Approved 5 – 0 Gas**
  
9. 8:05 PM **Discussion and potential vote(s) on a new contract for Westford’s Community Electric Aggregation Program including the following items:**
  - a. Participation in the upcoming community electric aggregation bid solicitation process being managed by Good Energy LLC
  - b. Adding optional renewable energy upgrades for residents and businesses*Mike Berlinski, Chair, Energy Committee*  
*Eric Heideman, Assistant Town Manager*  
**SB approved 5 – 0 to authorize the Town Manager’s Office to participate in the upcoming electric aggregation bid process being held on May 2, 2023. SB approved 5-0 for residents and businesses with three options when the new contract begins including the following:**
  - **Opt Down Basic Service (no additional renewable energy, state minimum standard)**
  - **Default Service (10% additional renewable energy)**
  - **Opt Up Option (100% renewable energy)**
  
10. 8:15 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
- No action taken – discussion will resume May 9, 2023**

11. 8:35 PM **Old/New Business**

- a. Request to approve Mental Health Awareness Month Select Board Proclamation –  
*Nicole Laviolette, Community Wellness Coordinator*  
**Approved 5-0**
- b. Review and Act to approve the vote prepared by Bond Counsel, which is in the Selectmen’s packet and available online, in connection with the Town’s note issue dated May 1, 2023 - *Christine Collins, Tax Collector-Treasurer*  
**Approved 4-0**
- c. Request to approve the Land Damage Agreements and Rights of Entry, as modified by Town Counsel, related to the Boston Road Reconstruction Project, and, further, authorize the Chair of the Select Board to execute said documents on behalf of the Select Board - *Steve Cronin, DPW Director*  
**Approved 4-0**
- d. Request to execute the Byrne Place Acceptance as a Public Way -  
*Steve Cronin, DPW Director*  
**Approved 4-0**
- e. Review and act to support Ballot Question: Shall the Westford Select Board declare the second Monday in October as Indigenous Peoples Day, superseding local references to Columbus Day, and recommend that it be observed by the people of Westford, with appropriate exercises in the schools and otherwise, to acknowledge the history of genocide and discrimination against Indigenous peoples, and to recognize and celebrate the thriving cultures and continued resistance and resilience of Indigenous peoples and their tribal nations? –  
*Joe Diamond, Diversity Equity Inclusion Committee*  
**No action taken**
- f. Review and Act to set Special Town Meeting date of October 16, 2023, and consider approval of the 2023 Special Town Meeting Timeline  
**Approved 4 – 0 October 16, 2023 7:00 PM Westford Academy Gym**
- g. Request to authorize the Town Manager (or Town Clerk) to approve the use of the Town Seal for official public purposes - *Matthew Salem, Conservation Resource Planner*  
**Approved 4 – 0 for the four subdivisions requested by the Conversation Resource Planner only**

12. 9:00 PM **Board Reports/Updates**

13. 9:05 PM **Minutes for Approval**  
For Release – Regular Session
- March 6, 2023
- Approved 4 – 0**

14. 9:10 PM **Town Manager’s Report**  
**Kristen Las will be a guest at the League of Women Voters of Westford 4/26/23 meeting**

- a. Request to approve the following:
  - i. Request to approve letter of support for Destination 2050 – Long Range Transportation Plan - Route 4/225 Bedford Street and Hartwell Avenue – Major Infrastructure Project for the Town of Lexington  
**Approved 4 – 0 with modifications**
- b. Contracts:
  - i. Tighe & Bond for professional engineering services in the amount of \$22,000.00, as requested by the Water Department  
**Approved 4- 0**
- c. Grants:
  - i. Friends of the Nashoba Valley Medical Center for purchasing weekly food distribution and financial sponsorship in the amount of \$1,000, as requested by Council on Aging  
**Approved 4 - 0**
- d. Purchase Orders:
  - i. ICS for 20 laptop computers in the amount of \$19,700.00, as requested by Technology Department  
**Approved 4 – 0**

- 15. 9:15 PM **Correspondence**  
**SB Hazelton shared the letter regarding spraying along the railroad**
- 16. 9:20 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](mailto:tmaa@westfordma.gov).*

**Select Board  
Correspondence  
April 25, 2023**

**Incoming Correspondence:**

IC 01     03/31/2023     Keith Morris, Pesticide Board Regulations

IC 02     04/14/2023     Patrick J.Shearns, Sr Manager, Comcast channel lineup change