



TOWN OF WESTFORD
SELECT BOARD

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

REVISED

September 13, 2021 at 2:30 PM

MEETING AGENDA

Tuesday, September 14, 2021
7:30 PM

Meeting will be held virtually, link to access the meeting is below

1. 7:30 PM **Call to Order**
2. 7:30 PM **Pledge of Allegiance**
3. 7:32 PM **Open Forum/FAQ/ Announcements**
 - Recognize Board of Health Member Sue Hanly for being named Commonwealth Heroine of 2021 by the Massachusetts Commission on the Status of Women
4. 7:35 PM **Consent Agenda – Request to approve the following:**
 - i. Special License Request:
Event: Harvest Fest Yard and Artisan Sale and Cow Patty Palooza
Applicant: Westford Remembers and Good Pickin' Farm
Location: 5 Gould Road
Date: Saturday, October 16, 2021
Time: 2:00 PM to 6:00 PM
5. 7:40 PM **Public Hearing – Violation of M.G.L c. 138 §34 – Sale of Alcoholic Beverages to Persons Under 21 Years of Age**
Littleton Road Liquors, Inc., 439 Littleton Road
– *Ronald Paulauskas, Deputy Chief, Police Department*
– *Attorney Hong Tran representing Littleton Road Liquors, Inc.*
6. 8:00 PM **Joint Meeting with the School Committee, Finance Committee, and Permanent Town Building Committee**
 - i. Presentation and discussion of American Rescue Plan Act of 2021 federal funding
 - ii. Update on current town debt and impact on future large building projects
 - iii. Discussion of the proposed New Center Building at 51 Main Street, future location for School Administration Offices, the Blanchard School roof replacement; determine next steps
7. 8:45 PM **Joint Meeting with the Historical Commission**
 - i. Request direction on the 12 North Main Street property related to historic preservation and/or demolition
 - ii. Consider disbandment of the 12 North Main Street Task Force

8. 9:00 PM **Consider moving to a partially self-funded health insurance plan with Blue Cross Blue Shield** – *Marc Criscitelli, Senior VP, HUB International, and Jodi Ross, Town Manager*

9. 9:15 PM **Special Town Meeting – Monday, October 18, 2021**
 - i. Select Board review proposed warrant articles and draft motions and set the order of the articles
 - ii. Discussion on the date, time, and location of Special Town Meeting due to ongoing COVID-19 pandemic

10. 9:30 PM **Old/New Business**
 - i. Consider makeup of membership and appoint members to the Committee to Study Ways to Increase Attendance at Town Meeting:

<ol style="list-style-type: none"> a. Eric Barber-Mingo b. Thomas Barry c. Stefany Eck d. Megan Eckroth e. Stephen Edwards f. Joaquin Gargoloff g. Kristina Greene h. Linda Greene 	<ol style="list-style-type: none"> i. Dana Riegert j. Sally Rosenthal k. Elisabeth Strenger l. Ilene Tatroe m. Kathryn Wilson n. Diane Wood o. Valery Young
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 - ii. Request from the Economic Development Committee to appoint Mark Kost as a full member for a term expiring on June 30, 2024
 - iii. Request from the Cultural Council to appoint Sherrie Bain as a full member for a term expiring on June 30, 2024
 - iv. Request from the Town Clerk to appoint Election Officers for terms to expire July 31, 2022
 - v. Appoint Clerk to the Select Board

11. 9:35 PM **Board Reports/Updates**

12. 9:40 PM **Minutes for Approval**
Executive Session – Not for Release:
 - August 10, 2021Regular Session – For Release:
 - August 17, 2021

13. 9:45 PM **Town Manager’s Report**
 - i. Request to approve a license agreement to temporarily allow The Roudenbush Community Center Inc. to occupy space at the Millennium Building while repairs are being made at the Frost School
 - ii. [Request Select Board member participation in the interview process related to the Request for Qualifications issued to provide a Recreation and Aquatics Center Feasibility Study](#)
 - iii. Request approval of the following:
 - a. Contracts:

1. Blue Cross Blue Shield for a health insurance renewal for town and school employees for the period of November 1, 2021 through October 31, 2022 at a 4.9% renewal increase
 2. BME Strategies to provide grant management services in the amount of \$86,200, as requested by the Health Department
 3. BME Strategies to provide accreditation management services in the amount of \$86,200, as requested by the Health Department
 4. Weston & Sampson for FY22 landfill environmental monitoring services in the amount of \$12,400, as requested by the Town Manager's Office
- b. Purchase Orders:
1. Dennis K. Burke for gas and diesel fuel in the amount of \$44,000, as requested by the Highway Department
 2. Presidio for SmartNew support in the amount of \$30,016.72, as requested by the Technology Department
 3. Site One Landscape Supply for the purchase of FY22 grounds maintenance materials and supplies in the amount of \$27,810, as requested by the Parks, Recreation and Cemetery Departments

14. 9:50 PM **Correspondence**

15. 9:55 PM **Adjournment**

Options available to access the Select Board meeting virtually:

1. Register to watch the meeting through Zoom: https://westfordma.gov.zoom.us/webinar/register/WN_iX9NBApdT1Gh_dY3Arl02w. After registering, you will receive a confirmation email.
2. WCAT will be broadcasting the meeting live on channels 9 (Comcast) and 34 (Verizon). They also will be streaming the video online. Please see their website for more details: www.westfordcat.org.

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
September 14, 2021**

Incoming Correspondence:

IC 01	08/16/2021	KP Law Notice of Town of Westford's Opposition to Motion for Default Judgment related to Tadmuck Meadows Condominium Trust v. Montisanti, et. al.
IC 02	08/23/2021	Mallinckrodt PLC, et al., Notice of Hearing to Consider Confirmation of Chapter 11
IC 03	09/08/2021	Department of Telecommunications and Cable Regarding cable television license with Verizon

Outgoing Correspondence:

OC 01	08/18/2021	Notice of Decision and Order Nuisance Dog
OC 02	09/02/2021	Letter to Comcast Requesting Additions to Renewal License