



TOWN OF WESTFORD
BOARD OF SELECTMEN

TOWN HALL
55 Main Street
WESTFORD, MA 01886

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

Action Taken

September 24, 2019 at 10:15AM

MEETING AGENDA

Tuesday, September 24, 2019
7:30PM

Town Hall, Meeting Room, 55 Main Street
Selectman Hazelton participated remotely

1. 7:30PM **Call to Order**
2. 7:30PM **Pledge of Allegiance**
3. 7:32PM **Open Forum/FAQ/Announcements**
Selectman Peraner-Sweet thanked Westford Police, Fire, and First Responders for their response to the tragic accident in front of the Blanchard Middle School on September 19, 2019. She commended their actions and how well they handled the situation
4. 7:35PM **Request for a Board of Selectmen proclamation recognizing the Nashoba Valley Technical School District for 50 years of excellence and receive updates on Fall enrollments, closeouts from FY19, and facility assessment**
– *Dr. Denise Pigeon, NVTSD Superintendent*
The Selectmen signed the proclamation and recognized NVTSD for their 50 years of excellence
5. 7:50PM **Discuss the next steps on the proposed new Town Center Building at 51 Main Street and continue discussion on the potential future use(s) of 63 Main Street**
The Selectmen want to proceed with bringing the new Town Center Building at 51 Main Street to the 2020 Annual Town Meeting, along with an article for a feasibility study for school administration offices. They will continue discussions relative to the potential future use of 63 Main Street
6. 8:10PM **Request to approve the Stormwater Management Utility Fee and Credit Policy**
Approved 5-0 as amended
7. 8:15PM **Special Town Meeting – October 28, 2019**
Selectmen sign warrant, take positions on warrant articles, and finalize motions

ARTICLE 11:	Authorization for the Board of Selectmen to petition the General Court for two (2) additional all alcohol on premises licenses to be exercised by Westford Valley Marketplace located at 160-174 Littleton Road, Westford Recommended 5-0	<i>Citizen's Petition, Tom Wilder, Paige Quigley, Ethan Solomon, and Kelli Burke – The Wilder Companies</i>
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ARTICLE 12:	Amend the Charter to Reflect Inclusive Language Including Renaming the Board of Selectmen to Select Board Recommended 3-1-1 (Selectman Kost opposed, Selectman Hazleton abstained. Selectman Hazelton supported the language but does not feel it is time sensitive, consistent with the BoS Special Town Meeting guidelines, and that it should go before Annual Town Meeting)	<i>Board of Selectmen</i>
ARTICLE 13:	Approve the Board of Cemetery Commissioners Regulations for Municipal Cemeteries Recommended 5-0	<i>Paul Larkham, Chairman, Board of Cemetery Commissioners</i>

8. 8:35PM

Consent Agenda- Request to approve the following

Town Common and Band Stand Request:

- i. Event: Climate Strike Rally with Sunrise Movement
Applicant: Beth Morrison, Indivisible Westford
Date: Thursday, October 3 17, 2019
Time: ~~5:00PM to 8:00PM~~ 4:00PM to 7:00PM

Banner Request:

- ii. Event: Open House for Nashoba Valley Technical High School
Applicant: Kyla Callahan
Dates: Sunday, October 27, 2019 – Wednesday, November 6, 2019
Location: J.V. Fletcher Library

Banner Request:

- iii. Event: Winter Sporting Goods Sale, fundraising event for the Boy Scouts of America Troop #159
Applicant: Maulik Shah
Dates: Saturday, November 9, 2019 – Tuesday, November 19, 2019
Location: J.V. Fletcher Library

9. 8:40PM

Minutes for Approval

Regular Session for Release

- September 10, 2019

Approved 5-0

10. 8:45PM

Board Reports/Updates

Selectman Almeida clarified that the Board of Selectmen meetings for October 2019 will be held on October 15th and October 29th

**Approved 5-0
subject to public safety
recommendations,
Town Common and
Band Stand request
approved as amended
to 4:00PM to 7:00PM**

11. 8:50PM

Town Manager's Report

- i. Request to approve the town's updated Sexual Harassment Policy
Continued to 10/15 BoS meeting
- ii. Request to accept a grant in the amount of \$25,000 from the MA. Community Compact Best Practices Program for the purposes of partially funding the town's upcoming town-wide culvert assessment project
- iii. Request to appoint Eric Heideman as Acting Town Manager starting Friday, September 27, 2019 through Tuesday, October 1, 2019
- iv. Request approval of the following:
 - a. Contracts:
 - 1. Verizon New England Inc. for access to Verizon's conduits in Westford
 - 2. To secure natural gas supply pricing for municipal buildings for a period of up to 36 months at the rate of approximately \$5.6030 per dekatherm
 - 3. Patriot Properties, Inc for consultation and review of all real estate and personal property data for the FY 2021 revaluation and certification as requested by the Assessor's Department in the amount of \$83,500.00

Approved 5-0

12. 8:55PM

Correspondence

13. 9:00PM

Adjournment

**Board of Selectmen
Correspondence
September 24, 2019**

Incoming Correspondence:

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| IC 01 | 09/17/2019 | Letter from Stantec Consulting Services Inc regarding gas monitoring at the Westford landfill |
| IC 02 | 09/18/2019 | Notice of Meeting from Northern Middlesex Council of Governments |
| IC 03 | 09/18/2019 | Letter from MassDOT District 3 Highway Director regarding national bridge inspection standards and bridge inspection reports |
| IC 04 | 09/18/2019 | Greater Lowell Chamber of Commerce invitation to their 25 th Annual Membership Meeting |
| IC 05 | 09/19/2019 | Town of Westford Business Forum invitation and agenda |

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.