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

1. 7:00 PM Call to Order

2. 7:00 PM Pledge of Allegiance

3. 7:02 PM Open Forum/FAQ/Announcements
   - Select Board Chair Peraner-Sweet reminded everyone Special Town Meeting is Saturday, October 16, 2021, at 1:00 PM at the Westford Academy Trustees Field, 30 Patten Road
   - She also reiterated the Board of Health directive requiring masks in all indoor public places beginning October 1, 2021
   - Recognition of Town Clerk Patty Dubey’s designation by the Massachusetts Town Clerks Association, as a Certified Massachusetts Municipal Clerk
   - Bob Krankewicz, 15 Boston Road, inquired why the Agricultural Preservation Restriction at 66 Boston Road is not being enforced. Select Board Chair Peraner-Sweet noted this will be added to a future agenda for discussion

4. 7:05 PM Request for a change of Corporate Officer/ LLC Manager for a M.G.L. c. 138 §12 All Alcohol Restaurant License for 99 Restaurants of Boston, LLC d/b/a 99 Restaurant, 333 Littleton Road – Wendy Harkness, Proposed Manager
   - Approved 5-0

5. 7:10 PM Consent Agenda – Request to approve the following:
   i. Banner:
      a. Event: Boy Scout Troop 159 Annual Winter Sporting Good Sale
         Applicant: Maulik Shah
         Dates: Saturday, October 30, 2021 to Tuesday, November 9, 2021
         Location: First Parish Church
      b. Event: Westford Firefighters Tour Westford with Santa
         Applicant: Jeffrey Douphinette, Westford Firefighters Association
         Dates: Saturday, December 4, 2021 to Tuesday, December 14, 2021
         Location: J.V. Fletcher Library
   ii. Town Common and Bandstand:
      Event: Annual Tree Lighting Ceremony
      Applicant: Westford Girl Scouts
      Date: Sunday, November 28, 2021
      Time: 2:30 PM to 6:30 PM
      Approved 5-0 subject to public safety recommendations
6. 7:15 PM  **Overview and initiatives of the Westford Police Department** – Mark Chambers, Police Chief

Select Board thanked Police Chief Chambers and asked him to return in six months with an update on the department

7. 7:35 PM  **Request authorization to submit 75% design on the Boston Road Rehabilitation Project and update on the Beaver Brook Bridge Project**

– Steve Cronin, Director of Public Works, Paul Starratt, Town Engineer, and Jonathan Rockwell, TEC Inc., Project Manager

Select Board continued the discussion to an additional meeting before 10/12 to discuss resident concerns

i. Request to form a committee to work with the Department of Public Works on the Boston Road Rehabilitation Project – Maureen George, 3 Porter Road

No action taken

8. 8:05 PM  **Old/New Business**

9. 8:10 PM  **Board Reports/Updates**

10. 8:15 PM  **Joint Meeting with the Finance Committee**

Special Town Meeting – Saturday, October 16, 2021 at 1:00 PM

i. Select Board and Finance Committee take positions on warrant articles 1 and 8

ii. Select Board take positions on remaining warrant articles, finalize motions, vote to close and sign warrant

<table>
<thead>
<tr>
<th>ARTICLE</th>
<th>Description</th>
<th>Town Manager</th>
<th>Capital Planning Committee</th>
<th>Town Manager</th>
<th>Town Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Approve Fiscal Year 2022 Budget Adjustments</td>
<td>Select Board recommend 5-0</td>
<td>Finance Committee recommend 6-0</td>
<td></td>
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<tr>
<td>2</td>
<td>Approve Fiscal Year 2022 Capital Appropriations</td>
<td>Select Board recommend 5-0</td>
<td></td>
<td></td>
<td>Capital Planning Committee</td>
</tr>
<tr>
<td>3</td>
<td>Amend the General Bylaws to Establish a Revolving Fund for the Electric Vehicle Charging Stations</td>
<td>Select Board recommend 5-0</td>
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<td>Town Manager</td>
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<tr>
<td>4</td>
<td>Establish FY22 Spending Limits for Electric Vehicle Charging Station and Recycling Revolving Funds</td>
<td>Select Board recommend 5-0</td>
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<td>Town Manager</td>
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<tr>
<td>5</td>
<td>Establish a Health Insurance Trust Fund and Transfer the Balance in the Health Insurance Stabilization Fund to the Health Insurance Trust Fund</td>
<td>Select Board recommend 5-0</td>
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<td>Town Manager</td>
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<td>6</td>
<td>Approve Funding for an Energy Savings Performance Audit</td>
<td>Select Board recommend 5-0</td>
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<td>Town Manager</td>
</tr>
<tr>
<td>7</td>
<td>Authorize Byrne Place Extension Improvements/Betterments</td>
<td>Select Board recommend 5-0</td>
<td></td>
<td></td>
<td>Select Board</td>
</tr>
<tr>
<td>8</td>
<td>Reduce Amount Raised by Taxes in Fiscal Year 2022</td>
<td>Select Board recommend dismissal 5-0</td>
<td>Finance Committee recommend dismissal 6-0</td>
<td></td>
<td>Select Board</td>
</tr>
<tr>
<td>9</td>
<td>Restrict Motorboats on Keyes Pond</td>
<td>Select Board recommend 5-0</td>
<td></td>
<td></td>
<td>Select Board</td>
</tr>
</tbody>
</table>

- Approved 5-0 to close and sign warrant
- Finance Committee adjourned
11. 9:00 PM  **Minutes for Approval**  
For Release – Regular Session  
- August 31, 2021  
- September 14, 2021  
  **Approved 5-0**  
Not for Release – Executive Session  
- August 31, 2021  
  **Approved 5-0 with edits**

12. 9:05 PM  **Town Manager’s Report**  
i. Consider approval of the Budget Policy Direction for Fiscal Year 2023  
   - Edith Joachimpillai, 3 Fieldstone Drive, questioned new positions needing 
     corresponding new revenue relative to adding a new sustainability position. Town 
     Manager Ross responded the SB will discuss the request for a sustainability position 
     at their meeting on 10/12 with the Clean Energy and Sustainability Committee, and 
     then provide her with direction on town priorities  
   - Select Board Member Cunningham asked what the debt-to-operating budget current 
     percentage is. Town Manager Ross responded it is 6.8%  
   - **Approved 5-0**

ii. Request approval of the following:  
   a. Contracts:  
      1. Eastern Salt for road salt in the amount of $64.40 per ton for the 2021-2022 
         winter season, as requested by the Highway Department  
      2. Weston & Sampson for phase I inspections for Depot Dam, Stony Brook 
         Dam, & Nabnasset Dam in the amount of $13,750, as requested by the 
         Department of Public Works  
   - **Approved 5-0**

13. 9:10 PM  **Correspondence**  
- Select Board Chair Peraner-Sweet asked Town Manager Ross to send the Emerson 
  Hospital Grant to non-profits and other organizations which may be eligible in town 
- Select Board Tonakarn-Nguyen noted the Commission on Disability supports the 
  Healthy Westford Committee’s request

14. 9:15 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_a8zMMSGAQ-SPvXuTiAHOwg](https://westfordma-gov.zoom.us/webinar/register/WN_a8zMMSGAQ-SPvXuTiAHOwg). 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](http://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 28, 2021

Incoming Correspondence:
IC 01  09/14/2021  Healthy Westford Committee Request Repaving of Polley Road entrance to Nabnasset School
IC 02  09/20/2021  Emerson Hospital Announces a Request for Proposal on Mental Health Programming
IC 03  09/20/2021  Tadmuck Meadows Condominium Trust v. Montisanti, et. al., Summons and Complaint

Outgoing Correspondence:
OC 01  09/14/2021  Letter of Support for the Middlesex 3 Coalition Regional Economic Development Organization Grant Application
OC 02  09/17/2021  Abutters Notice to Keyes Pond Abutters