



TOWN OF WESTFORD
SELECT BOARD

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



MEETING AGENDA

Tuesday, January 26, 2021

7:00 PM

Meeting will be held virtually- instructions are below

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 **Request for a change of director and treasurer on a M.G.L. c. 138 §12 All Alcohol Club License for the Franco-American Club, 55 W Prescott Street**
– *Jeffrey Hillman, Proposed Director, and Denise Crocker, Proposed Treasurer*
5. 7:10 PM **Healthy Westford Committee presentation of their project “Core Westford Walkway”**
– *Bill Harman, Chair, and Don Galya and Chris Barrett, Committee Members*
6. 7:30 PM **Joint meeting with the Energy Committee to consider changes due to including Westford Climate Action: renaming the committee, expanding the membership, and updating changes to their charge** – *Mike Berlinski, Chair*
7. 7:45 PM **Joint meeting with the 35 Town Farm Task Force to hear their recommendation and consider award of contract for the disposition of 35 Town Farm Road**
– *Ellen Harde, Chair, and Eric Heideman, Assistant Town Manager*
8. 8:00 PM **Joint meeting with the 12 North Main Street Task Force to hear their recommendation and consider award of contract for the disposition of 12 North Main Street**
– *Jane Hughes, Chair, Roberta McGuire, Vice-Chair, and Eric Heideman, Assistant Town Manager*
9. 8:15 PM **Evaluate town departments’ interest and consider next steps following receipt of notice of intent to remove from Chapter 61B, Classification and Taxation of Recreational Land and sell the property owned by Westford Riding Academy Trust, located at 22 Griffin Road**
– *Jeff Morrissette, Director of Land Use Management*
10. 8:30 PM **Community update on the COVID-19 situation and impacts on town operations during this period**
 - i. Fiscal year 2021 financial update including school department financials

11. 8:45 PM **Old/New Business**

12. 8:50 PM **Consent Agenda – Requests to approve the following**

i. Banner Request:

Event: Westford Boy Scouts of America Troop 437 Spring Bike and Sports Sale Fundraiser

Applicant: Barbara Anderson

Dates: Saturday, April 25, 2021 to Tuesday, May 4, 2021

Location: First Parish Church

ii. Town Common Request:

Event: Westford Boy Scouts of America Troop 437 Spring Bike and Sports Sale Fundraiser

Applicant: Barbara Anderson

Date: Saturday, May 1, 2021

Time: 7:00 AM to 3:00 PM

13. 8:55 PM **Board Reports/Updates**

- i. Update from Eric Barber-Mingo and Mamatha Jagannathan, Co-Chairs of the Diversity, Equity and Inclusion Committee on the progress of the Committee's work
- ii. Update from Select Board Members Tom Clay and Scott Hazelton, Co-Chairs, Town and School Safety Task Force on the progress of Task Force's work

14. 9:10 PM **Minutes for Approval**

Executive Session – For Release:

- January 26, 2016
- July 12, 2016
- November 15, 2016
- January 24, 2017
- July 11, 2017
- July 17, 2017
- July 25, 2017
- September 12, 2017
- September 26, 2017
- October 24, 2017
- November 14, 2017
- December 7, 2017
- February 13, 2018
- February 27, 2018
- June 26, 2018
- July 10, 2018
- July 24, 2018
- August 28, 2018
- September 25, 2018
- October 23, 2018
- December 11, 2018

Executive Session – Not for Release:

- September 29, 2020
- October 13, 2020

15. 9:15 PM **Town Manager's Report**

- i. Request to approve the revised Town of Westford Personnel Policies and Procedures, Social Media Participation Policy, and Technology Appropriate Use Policy
- ii. Consider adoption of minimum wage increases for municipal employees, M.G.L. c. 151, §1, 2, 2A and 7 from \$12.75 to \$13.50

- iii. Announce legislative funding received from Senator Edward J. Kennedy's Office in the amount of \$16,802 for costs incurred by public libraries to transition in-person youth programs to accessible remote programming
- iv. Request approval of the following:
 - a. Contracts:
 - 1. The University of Massachusetts Medical School Center for Health Care Financing, for partnership with the Supplemental Nutrition Assistance Program (SNAP) Program Outreach Plan, as requested by the Council on Aging
 - 2. Maher Services for the cleaning and redevelopment of the Country Road well in the amount of \$16,490

16. 9:20 PM **Correspondence**

17. 9:25 PM **Adjournment**

Options available to access the Select Board meeting remotely:

- 1. Register to watch the meeting through the GotoWebinar website at: <https://attendee.gotowebinar.com/register/5440589555165626638>. After registering, you will receive a confirmation email. There are basic instructions on how to use GoToWebinar available at: www.youtube.com/watch?v=IQ3Xwwgbd8Y.
- 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
January 26, 2021**

Incoming Correspondence:

IC 01	12/07/20	Lowell Regional Transit Authority Meeting Agenda
IC 02	12/07/20	Central Rivers Power Draft License Application Regarding Lowell Hydroelectric Project
IC 03	12/07/20	Engineering Department Letter to Beaver Brook Road Stakeholders
IC 04	12/11/20	Central Rivers Power Response RE Lowell Hydroelectric Project
IC 05	01/06/21	495.MetroWest Partnership Thank You
IC 06	01/11/21	Town of Westford Power Options Program
IC 07	01/11/21	Stantec Groundwater Monitoring Results 2020 to MassDEP
IC 08	01/21/21	Stantec Groundwater Monitoring Reporting Year 2020 Re-Monitoring
IC 09	01/21/21	Bailey Boyd Associates, Inc. Introduction Letter

Outgoing Correspondence:

OC 01	01/12/21	Retirement Letter to Tom McEnaney
OC 02	01/12/21	Retirement Letter to Chester Cook