



# Town of Westford Massachusetts

## Town Manager's Newsletter

August 2020



**Jodi Ross,**  
Town  
Manager

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[www.westfordma.gov/tm](http://www.westfordma.gov/tm)

### Important:

Please sign up to receive updates on the latest road construction in town.

[Subscribe to Notifications](#)



Sign up for Westford's new Emergency Notification service: [Smart 911](#)

State Primary Early Voting  
Old Center Fire Station  
51 Main St  
August 22-26

State Primary Election  
All 6 Precincts Open  
Tuesday, September 1

Town Meeting  
Saturday, October 17  
10AM at  
Westford Academy Field



Watch Meetings Online  
**westford** CAT  
community access television  
[www.westfordcat.org](http://www.westfordcat.org)

### Dear Westford residents,

Summer is flying by and we are already beginning to prepare for our Fall Special Town Meeting. At the Select Board meeting on August 11<sup>th</sup>, the board approved holding Town Meeting on Saturday, October 17<sup>th</sup>, 2020 at 10:00 AM due to COVID-19 restrictions, outside on the Westford Academy Trustees Field at 30 Patten Road. The board opened the Special Town Meeting Warrant and approved the Town Meeting Timeline with an amendment to close the Warrant to Citizen Petition Articles on Tuesday, September 8<sup>th</sup>, 2020. All citizen petitions which were postponed from our last meeting are still valid and do not need to be resubmitted. To review the timeline and other Town Meeting documents, please visit the following link: [2020 Special Town Meeting](#).

The State Primary Election is on September 1<sup>st</sup> and all 6 precincts will be open as usual. Early voting in-person is available at the Old Center Fire Station, located at 51 Main Street starting on Saturday, August 22<sup>nd</sup> through Friday, August 28<sup>th</sup>. The board approved to sign the 2020 State Primary Warrant. If you are interested in filling out an Early Voting Application, you may do so at this link: [Early Ballot Application](#). To find out more about your election information and to view ballots for state and federal elections, please visit the state's website here: [Massachusetts Secretary of State, Election and Voting Information](#).

The Select Board has continued to review the new Diversity, Equity, and Inclusion Committee and at their latest meeting, discussed establishing a charge and considered the membership makeup. The board decided to continue discussion to their next meeting on August 25 to allow more time to finalize a proposed charge. Select Board Member Clay will work on drafting proposed general criteria and questions to consider when evaluating and appointing members to the DEI Committee. We are still welcoming suggestions from the community which can be emailed to [tmaa@westfordma.gov](mailto:tmaa@westfordma.gov). To find out more information relative to this new group or if you have interest in becoming a member, you may click the following link: [Diversity, Equity, and Inclusion Working Group](#).

On August 11<sup>th</sup> I presented a fiscal year 2021 financial update, including CARES Act and FEMA reimbursement summaries. I reported that Blue Cross Blue Shield has agreed to reduce the town's premium for 2021 by \$125,000 and employees' premiums by \$70,000 due to the lack of nonessential medical visits/procedures because of COVID-19. We are currently in the process of negotiating with Blue Cross Blue Shield and a joint purchase group health insurance plan to determine the best plan to select for our upcoming health insurance renewal. This will be brought to the Select Board for their approval on August 25<sup>th</sup>.



*Resident Mickey Crocker recently visited Town Hall to lend moral support.*

(Continued on next page)

At the board's next meeting, they will be discussing the impact on the Recreation Department's Westford Partnership for Children After-School Program based on the School Committee's decisions regarding Westford's Public Schools reopening plans.

In light of the recent requests our office has received relative to Town Common Usage and Flag Hoisting, we have continued to work with Town Counsel on reviewing and improve our policies and applications. At the meeting on August 11, the board reviewed and considered establishing and/or revising our policies. A final decision will be made at their August 25<sup>th</sup> meeting.

For important information on COVID-19, including resident services, the latest town department information, CDC guidance, testing sites in Massachusetts, daily updates, and more, please visit our town's website at [westfordma.gov/COVID-19](http://westfordma.gov/COVID-19).

Don't forget to visit the Westford Farmer's Market on our Town Common on Tuesdays from 2:30 PM – 6:30 PM. There are only two weeks left! More information may be found at the following link: [Westford Farmer's Market "Run by Roudy"](#)

There are several openings on our local boards and committees, including: 12 North Main Street Task Force, 35 Town Farm Road Task Force, Affordable Housing Committee, Agricultural Commission, Board of Assessors, Commission on Disability, Communications Advisory Committee, Conservation Commission, Cultural Council, Diversity, Equity, and Inclusion Committee, Dog Park Task Force, Election Officer, Energy Committee, Historical Commission, Nashoba Valley Technical High School District Committee, Parkerville Schoolhouse Committee, Parks, Grounds and Recreation Commission, Pedestrian Safety Committee, Permanent Town Building Committee, Westford Scholarship and Grant Committee, and Zoning Board of Appeals. I urge you to peruse our website for information about the work of these committees; and if you have interest, please complete a Citizen's Activity form at this link: [Citizen Activity Form](#).

Would you like more detailed information on the Select Board's meetings? Click the following links to access: [Select Board Documents](#) & [Select Board Meeting Videos](#).

I hope you enjoy these last few weeks of summer.

Sincerely,



Jodi Ross  
Town Manager



*Select Board Chair Andrea Peraner-Sweet, Lynn Cohen, Beth Peterson, and Carol Morse meet on the Common to discuss global climate change.*

## August at the J.V. Fletcher Library



Our programs are generously funded by the Friends of the J.V. Fletcher Library, Inc.

**Limited Reopening:** The J. V. Fletcher Library is open to the public on a limited basis. The soft opening is for limited browsing, per the Governor's Re-Opening guidelines under Phase 3. In addition to [CURBSIDE PICKUP](#), [BOOK THE BROWSE TENT](#), [LAPTOP ON THE LAWN](#), and reference phone assistance, a portion of the Library is open Monday through Thursday from 11 a.m. – 3 p.m. The 11 a.m. hour is reserved for seniors and our high risk population. Each reservation is for one person. Only the middle floor of the Library is open, with displays throughout for browsing – please “JUDGE A BOOK BY ITS COVER!” as items handled but not checked out must be placed in quarantine. At this time, patrons under the age of 18 will be referred to the Browsing Tent for an outside appointment. Only 10 patrons at a time will be in the library, with patrons exiting and new appointments entering on the hour; [click here](#) and select a date under “Limited Browsing” to make your appointment [for contact tracing purposes only] via our Events Calendar. For more details and a list of available services, please visit our [website](#) or call us at 978-399-2300.

**Curbside During Covid:** Please place your selections on hold through the online catalog. You will be notified when your order is ready and you may come any time during our pick up hours. Inter-library delivery is now available, please expect longer delays than usual. Items received from other libraries will be quarantined for one week. Curbside Pickup is available Monday-Saturday from 10 a.m.-4 p.m. and Monday – Thursday 6:30-8:30 p.m. Please do not come until you receive a notification that your order is ready. When you arrive, please call 978-399-2300 (due to heavy call usage, we have updated the number to one that rings at multiple desks) and a masked staff member will place your order under the rear portico. Please wear a mask to pick up your items. **If you have questions or need assistance placing your holds, please call us at 978-399-2300 or send us an email at [westfordlibrary@westfordma.gov](mailto:westfordlibrary@westfordma.gov).**

**“Book the Browsing Tent”:** Are you looking for new titles for you and/or your family? Do you miss browsing the stacks of the Library? Look for the form on our website and submit it to schedule a time to come and browse the selections personally picked for you by our staff. The form will inquire about your reading tastes or you can simply have us “surprise you” with some staff recommendations. We will also offer “Book Bundles” for children and adults. Choose a category and we will supply with a “bundle” of books. One of our Library staff will meet you in the tent with personally curated titles just for you! Check the website for the form, submit it, and then a staff member will reach out to schedule your appointed time. Fifteen minute appointments will be available for individuals and thirty minute appointments for families. To comply with Covid-19 safety re-opening guidelines, only one individual or one family will be scheduled at a time in the tent. This service is available Monday – Friday from 10-4. We can't wait to see you under the tent! Per Governor Baker, masks are required.

**“Laptop Loan on the Lawn:** Need to check your email or do some research? Perhaps you just want to spend some time catching up with friends and family on social media. You are now able to book up to thirty minutes on a laptop under a tent on our back lawn. Simply fill out the form on our website and a member of our Information Services staff will contact you to schedule a time. This service is available Monday – Friday from 10-4. We can't wait to see you under the tent! Per Governor Baker, masks are required.

**Children's End of Summer Reading Drive by and WAVE – Saturday, August 15 from 10:30 AM to 11:30 AM.** Since we could not do a parade to announce our summer reading theme – Imagine Your Story, drive by and see your people from the library staff on the front lawn of the library dressed as either their favorite Alice in Wonderland character or just dressed as silly as you would expect us to be! If your child is registered in the summer reading program, you can pick up your prizes starting August 15 using our curbside service.

**Virtual Monday Mystery Book Club: Mon., Aug. 24 at 10:30 a.m.** Wake up your week with a stimulating book discussion! We meet on the fourth Monday of the month @ 10:30 a.m. New members are always welcome. Our Aug. 24th meeting will take place on Zoom. We'll be discussing *The Janus Stone* by Elly Griffiths. Email Sarah Regan at [sregan@westfordma.gov](mailto:sregan@westfordma.gov) for details!

## July at the J.V. Fletcher Library (Continued)

**Virtual Global Health Challenges with Keith West: Thu., Aug. 27 at 7:30 p.m.** Between pandemics, parasites and preexisting conditions, the world has a ton of health challenges. Join expert Keith West us for a discussion of the major health issues the world is currently confronting as well as the potential solutions being proposed. This event is part lecture, part discussion, and participants are encouraged to ask questions. No medical or scientific background is required - the goal is to make these issues accessible to the general public. While this event will touch on COVID-19, it will largely focus on other relevant issues in Global Health. This event will be held on Zoom. For details, email Sarah Regan at [sregan@westfordma.gov](mailto:sregan@westfordma.gov).

**Adult Summer Reading Program update!** Once you complete your reading goal, you can get your Kimball Farm kiddie cone coupon through our curbside pickup service. Curbside hours are Monday through Saturday 10 a.m. to 4 p.m., and Monday through Thursday 6:30 to 8:30 p.m. Come to our parking lot, call 978-399-2300, and ask for your coupon. We'll bring it downstairs to you.

**Summer Reading Books:** Are your kids working on their summer reading? Our Youth Services Department has copies of the summer reading lists and copies of the recommended titles. We also have a selection of gently used free copies courtesy of the Friends of the Library.

**Pre-school Storytimes:** Continuing through the fall session, we have gone virtual with our story times! We are planning to use Google Meets for live story times and book club meetings – links to these events will be sent to registered users. Please send a request to join the private **J.V. Fletcher Library Youth Services Department** Facebook page to see all kinds of other fun posts and news from your friends in Youth Services.

**School Age Book Clubs:** Book clubs will meet virtually this fall in October, November, and December. On and after September 14 at 6:30 PM, [click this text to jump to registration](#). Coming this fall, we will once again offer several books clubs for children in grades Kindergarten through grade five. The book selections for each grade, as well as the materials for any activities, will be available for Curbside Pickup prior to the club meeting. Kids can read the book themselves or have someone read it to them. At the meeting we have a fun discussion, play games, and maybe create crafts.

**Monday Mystery, Adult Non Fiction, Thursday Night Book Club:** All of our adult book clubs will also continue to meet virtually through the fall. Please visit [westfordlibrary.org/events/adult-book-clubs/](http://westfordlibrary.org/events/adult-book-clubs/) for more information and upcoming meeting dates.

## CLICK! CALL! CHAT! CONNECT!

- **CLICK** on ebooks, audiobooks, music, streaming video, and more at [www.westfordlibrary.org](http://www.westfordlibrary.org)
- **CALL** us at 978-399-2300
- **CHAT** with Reference at 978-399-2304
- **CONNECT** with us on [FACEBOOK](#), [TWITTER](#) and [INSTAGRAM](#)
- **CONNECT** & sign up for the Friends [eNewsletter](#) to receive updates!

**EMAIL** us at [westfordlibrary@westfordma.gov](mailto:westfordlibrary@westfordma.gov)



## Cameron Senior Center

### *Cameron happenings abound- Join us!*

Although our building is closed to the public your staff is here Monday thru Friday from 8AM-4PM for your needs just give us a call at 978-692-5523.

**Whole Foods Distribution is back** every Monday at noon thanks to volunteers Patti Mason, Paul Fassbender, Katherine Karr, Fran and Victor Kosenko and Diane Bard.

Cameron's Satellite Whole Foods Market is active and organized. Over 25 participants await their turn sitting in their car with numbered paper plates in the window signaling to volunteers who is next to pick from the tremendous selection of baked goods, dairy items, sandwiches and salads and other healthy surprises. If you are interested in participating and are 55 and older just RSVP by calling 978-692-5523.

*This program would not be possible without the generosity of*



### **Kiwanis Tailgate with Hamburgers and Hot Dogs and all the Fixings**

Location: Cameron Field

Tuesday, September 1<sup>st</sup> at 6PM

Come enjoy our yearly get together with our local Kiwanis friends. It will be a hopefully cool evening to catch up with one another and enjoy perhaps your last summer hamburger, hot dog or both. Feel free to bring a chair if you would like and your favorite face covering because we will have some undercover Kiwanis judges scoping out their favorite masks especially as it relates to this COVID Pandemic. Please RSVP and remember transportation is provided by our COA van service.

### **Additional ZUMBA class offered with Carol Wing**

Now you can enjoy a second class held each Wednesday at 8:15AM outside under the beautiful morning sky. To sign up call 978-692-5523 if a class is cancelled due to bad weather call the center or check our website for updated information.

*This class is being funded by a grant from Elder Services of Merrimack Valley.*

### **BIRTHDAY LUNCHEON RETURNS**

July & August birthdays join us on Tues. Sept. 29<sup>th</sup> at noon at **Mr. Mac's** on 110, at the site of the previous D'Angelo's. Birthday folks will eat for free and others that sign up in advance will get a \$5.00 gift card towards lunch. Tables outside and inside will be reserved for our seniors! Come see your friends and celebrate together. Must sign up by Thurs. 9/24 at 978-692-5523. **This program was made possible by the Greater Lowell Community Foundation.**



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**Cameron Senior Center (continued)**

**NEW JOIN ALISON AND ANNETTE FOR A GROUP DISCUSSION, CONNECTION, EDUCATION ON COPING WITH COVID RELATED STRESS AND MOOD CHANGES**

Mental health struggles are estimated to affect as much as 47% of the population sheltering in place during the Covid-19 pandemic. We know that this virus disproportionately impacts older adults (who are at higher risk of serious illness and negative impacts of isolation). We have heard about the stress that some Westford seniors are feeling while being unable to connect as much with others. If this sounds like you, consider joining by drop in or join weekly by computer or phone. If you are interested, call 978-399-2325 and give Alison an email address. We can then invite you to the first session of this twice monthly group.

**ARE YOU FEELING ISOLATED AND LONELY? CONSIDER LEARNING HOW TO CONNECT WITH OTHERS USING SIMPLE TECHNOLOGY. YOU CAN ALSO CALL ALISON OR ANNETTE AND WE CAN HELP YOU TO FIGURE OUT THE BEST OPTION FOR YOU.**

**Zoom Training**

Looking for a simple, easy to use Zoom training videos that you can use to learn how to use Zoom. These videos are taught by an older instructor and use the right pacing and vocabulary to make Zoom accessible to all ages. All are produced by the Creative Life Center.

Joining a Zoom Call for the First Time: [www.youtube.com/watch?v=9isp3qPeQ0E&t=9s](http://www.youtube.com/watch?v=9isp3qPeQ0E&t=9s)

**TRIVIA RETURNS WITH KEN OUR TRIVIA KING**

**Tuesday, September 22nd 1:30 - 3:30**

Our trivia King would like to present a style of trivia that has 'never been done before' ... Trivia A -Go-Go.

Sample questions include: 1. Which state is directly south of Nebraska? 2. Who wrote the classic song, "This Land is Your Land"? 3. Who portrayed Sgt. Joe Friday? 4. In 1952 the Boston Braves baseball team moved from Boston. What city did they move to? 5. In what city was Bobby Kennedy assassinated? Due to social distancing we may be outside and will not be at tables, but we have creative ways of playing and forming teams. \$2.00/person for prizes and snacks. We would appreciate exact change that day. Sign up quickly because space will be limited. 978-692-5523.



**NEW SOCIAL SECURITY for NEW RETIREES**

**Thursday, September 24th, 5:00**

Join this free workshop to learn how to maximize retirement income. Topics covered will include when to apply, how to estimate your benefits, how to coordinate with your spouse's benefits, how to minimize taxes and how to use other retirement income sources. This program will be held virtually so please provide your email when signing up at 978-692-5523. Sign up by 9/21.



September is the time to start thinking about your winter heating costs and Fuel Assistance. LIHEAP eligible households must have Household Gross Yearly Income below \$39,105 for one person or \$51,137 for two people. Further questions, call Alison at 978-399-2325 or Annette at 978-399-2326. For those who had fuel assistance previously, keep your eye out for mail from Community Teamwork and give a call if you need assistance with your renewal application.

To view the complete Council On Aging Newsletter please visit our website:

[www.westfordma.gov/coa](http://www.westfordma.gov/coa) and click on [Newsletters](#).



**Town Clerk's Corner**



**IN PERSON EARLY VOTING FOR THE SEPTEMBER 1<sup>ST</sup> STATE PRIMARY**

In person early voting will be offered at the former Fire Station, 51 Main Street at the following times:

*Saturday, August 22 <sup>nd</sup>	2 pm-4 pm	6 pm – 8 pm
Sunday, August 23 <sup>rd</sup>	10 am – 2pm	
Monday, August 24 <sup>th</sup>	8 am – 4 pm	
Tuesday, August 25 <sup>th</sup>	8 am – 4 pm	
Wednesday, August 26 <sup>th</sup>	8 am – 4 pm	
Thursday, August 27 <sup>th</sup>	8 am – 4 pm	
Friday, August 28 <sup>th</sup>	8 am – 12 pm	

\*Last Day to register to vote for the Primary, if you are not currently a registered voter in Westford. You may register in person or online at:

<https://www.sec.state.ma.us/ovr/>

NOTE: VOTE BY MAIL IS ONGOING. DEADLINE TO APPLY FOR VOTE BY MAIL BALLOT IS AUGUST 26<sup>TH</sup> AT 5 PM.

**State Primary:** Tuesday, September 1, 2020 (All precincts open as usual)

**Special Town Meeting:** Saturday, October 17, 2020 (WA Trustees Field) 10AM

**Presidential/State Election:** Tuesday, November 3, 2020

Town Clerk's Corner (Continued)

2020 Special Town Meeting Timeline  
Saturday, October 17, 2020

EVENT	NOTES	DATE
Warrant opens	BOS may announce warrant opening and closing date at same meeting.	Tuesday, August 11, 2020
Board-, committee-, and dept-sponsored warrant article submission deadline	Warrant articles are forwarded to Counsel for review	Tuesday, August 18, 2020 3PM
Planning Board public hearing notices to Eagle Independent	1 <sup>st</sup> published at least 2 weeks prior to hearing	Thursday, August 27, 2020 12:00 PM
State Primary		Tuesday, September 1, 2020
<b>Warrant closes at 12:00 Noon</b> Petition article submission deadline		<b>Tuesday, September 8, 2020 12PM</b>
Selectmen review proposed warrant articles, set warrant order, review draft motions		Tuesday, September 8, 2020
Planning Board opens public hearings on zoning articles		Monday, September 21, 2020
Selectmen sign STM warrant Selectmen take positions on warrant articles; finalize motions		Tuesday, September 22, 2020
Town meeting-related reports & records are available online and at Town Clerk's office Warrant Posting deadline	Town Bylaw requirement: report available and warrant posted 2 weeks prior.	Friday, October 2, 2020
Planning Board closes public hearings on zoning articles. Town Manager finalizes warrant summary for postcard mailing		Monday, October 5, 2020
<b>Voter registration deadline 8:00pm</b> Post card is mailed to residents		Wednesday, October 7, 2020
League of Women Voters Warrant Review		Thursday, October 8, 2020*
Planning Board reports to Selectmen on zoning articles Selectmen & Finance Committee finalize positions on Warrant articles		Tuesday, October 13, 2020
Motions Meeting	Typically, a morning meeting	Wednesday, October 14, 2020
Power point presentations to IT Dept		Wednesday, October 14, 2020 12PM
Special Town Meeting		Saturday, October 17, 2020 9:00 AM
Adjourned session, if needed		Sunday, October 18, 2020 Noon*

\*tentative

**Holidays in 2020**

Labor Day: Monday, Sept 7  
Rosh Hashanah: Sunset Sept 18-Sept 19  
Yom Kippur: Sunset Sept 27-Sept 28  
Columbus Day: October 12

## Recycling Commission

### Recycling Commission at the Farmer's Market

The Westford Recycling Commission's top tips are on display each week at the Westford Farmer's Market.

And one of the market's regular vendors, Hudson Hives, is happy to welcome back empty glass honey jars. The glass jars will be cleaned, sterilized, and reused. Reuse requires far less resources and is even better than recycling! (Sorry, the lids cannot be reused. Please throw those away.)

Thanks for recycling, and for re-using what you can.



The pandemic has changed our lives in so many ways – but despite it all, please continue your good recycling habits. Return, re-use, and donate!

[www.westfordma.gov/recycling](http://www.westfordma.gov/recycling)

