



# Town of Westford Massachusetts

## Town Manager's Newsletter

November 2020



**Jodi Ross,  
Town  
Manager**

[jjross@westfordma.gov](mailto:jjross@westfordma.gov)  
[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](#)



**Electronics Collection  
Highway Building  
28 North Street  
Saturday, November 14  
See Page 8**

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



Watch Meetings Online



[www.westfordcat.org](http://www.westfordcat.org)

### Dear Westford residents,

I would like to commend all involved for their extraordinary efforts in conducting the recent Presidential election, especially Patty Dubey, Town Clerk, and her staff: Andy Sherman, Alyssa Ingalls, and Marilyn Frank. In addition, I would like to thank the Westford Post Office, Westford League of Women Voters, Election Workers, Westford Police Department, and the custodians of the Stony Brook Middle School, Lloyd G. Blanchard Middle School, Abbot Elementary School, Col. John Robinson School, and Rita Edwards Miller School. Unofficially, approximately 11,250 of our residents voted early either in person or by mail, and we had approximately 15,185 residents vote in total! The election results will be certified, and official results will be posted by November 18<sup>th</sup> as per state regulations.

Thank you to all who prepared for, conducted, and attended our Special Town Meeting, which was successfully held on Sunday, October 18<sup>th</sup>. If you were unable to attend the meeting, you may watch a recap on WestfordCAT at the following link: [Westford CAT Special Town Meeting Recap](#) or view the Special Town Meeting results here: [2020 Special Town Meeting](#).

The Board of Selectmen made the decision to delay Annual Town Meeting to June 12<sup>th</sup>, 2021 due to the impacts of the COVID-19 pandemic on town finances. The rain date will be June 13<sup>th</sup>, 2021.

The board received notification that the owner of Westford Riding Academy Trust, located at 22 Griffin Road, intends to remove their land from Chapter 61B, Classification and Taxation of Recreation Land, in order to sell the parcel. The board asked for this information to be shared with town departments, boards and committees.

The Permanent Town Building Committee attended the Selectmen's November 10<sup>th</sup> meeting bringing the latest plans for the proposed new building at 51 Main Street. Tom Mahanna, Chair of the committee, discussed changes to consider related to the pandemic. The board took the information under advisement, but was not prepared to make a recommendation at that meeting. The discussion will continue at future meetings.

The 12 North Main Street Task Force presented a recommendation to release another Request for Proposals (RFP) to sell the property. Assistant Town Manager, Eric Heideman, advised the board that the grant received to evaluate the contamination was expiring in December, and unfortunately we could not allow the professionals to enter the building due to safety concerns. It was his opinion another \$260 - \$300K would be needed to stabilize the building. The Building Commissioner has declared the building as hazardous and is ordering it to be torn down. The board agreed to release one more RFP and evaluate what to do after that process is completed.

The Energy Committee is in discussions with the Westford Climate Action group who brought the resolution to Town Meeting promote clean energy and reduce fossil fuel use to achieve the Commonwealth of Massachusetts' limit of net-zero greenhouse gas emissions by 2050, to determine their capability of taking on this initiative. There was much discussion by all parties at the board's meeting, with several points being made about overlap of the two groups. More information on how other communities are handling this issue will be researched and brought back for more discussion.

(Continued on next page)

[WWW.WESTFORDMA.GOV](http://WWW.WESTFORDMA.GOV)

On October 13<sup>th</sup>, the School Committee and Board of Selectmen increased the Diversity, Equity and Inclusion Committee to 22 full members for 3-year terms expiring on June 30, 2023 with the addition of a non-voting Board of Selectmen Liaison and School Committee Liaison. The boards appointed all 22 applicants, in addition to Anita Tonakarn-Nguyen as the Board of Selectmen Liaison, and Mingquan Zheng as the School Committee Liaison. The Committee's first meeting was held on November 4<sup>th</sup>. As a result of Special Town Meeting, the Diversity, Equity and Inclusion Committee will review the resolution for Indigenous People's Day at a future date once they have become more organized and have broadly considered all their needs and priorities. To find out further information or to follow their meetings, you may visit their site here: [Diversity, Equity and Inclusion Committee](#).

At the board's meeting on October 27<sup>th</sup>, the Selectmen approved releasing a RFP for the disposition of 35 Town Farm Road for the purpose of creating new senior affordable rental units and to house the Westford Food Pantry. They set a minimum purchase price in the RFP at the current assessed value of \$531,800. The RFP was released on November 4<sup>th</sup>, a pre-submittal meeting will be held on November 20, 2020, and proposals are due on December 8<sup>th</sup>, at 10:00 AM. Proposal documents may be viewed online by visiting the following link: [Bid Postings](#).

At that same meeting the board discussed the process of conveyance of the property located at 63 Main Street, including determining the amount of property to reserve for municipal usage, such as for town parking spaces and/or a driveway to connecting the town hall to the Roudenbush building. The board will reevaluate the parking plans and studies for the town center to consider all options. I will be working with a local experienced realtor and our Principal Assessor to determine the impact on resale value of the property related to reserving a portion of the property for these purposes. I will report back to the board at their November 24<sup>th</sup> meeting.

The Selectmen established the 2021 Board of Selectmen/Town Manager Goals which may be found at the following link: [Fiscal Year 2021 Board of Selectmen/Town Manager Goals](#).

Due to significant participation at our last Electronics and More Collection Event in September, another event is scheduled for this Saturday, November 14<sup>th</sup> from 9:00 AM to 2:00 PM at the Westford Highway Garage. Please note this is a fee-based collection open to Westford residents only. The traffic flow has been redesigned to allow 50% greater throughput with 3 drop-off stations. The Recycling Commission was just awarded a Sustainable Materials Recovery Program grant for a small-scale initiative in the amount of \$1,250.

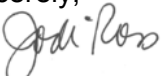
For important information on COVID-19, including resident services, the latest town department information, CDC guidance, testing sites in Massachusetts, daily updates, and more, please visit our town's website at [westfordma.gov/COVID-19](http://westfordma.gov/COVID-19).

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, Cultural Council, 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, 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 Board of Selectmen's meetings? Click the following links to access: [Board of Selectmen Documents](#) & [Board of Selectmen Meeting Videos](#).

I wish everyone a happy Thanksgiving.

Sincerely,



Jodi Ross  
Town Manager

## September at the J.V. Fletcher Library

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



**Library Community Survey:** To plan for the next three years, the **J. V. Fletcher Library** is evaluating its services and programs. Please help us by completing this Fall [survey](#)!

**Virtual Mind & Meditation: Thu., Nov. 19 at 7:00 p.m.** Lina Shastri from The Art of Living teaches you to unlock the power of your breath and discover the easy, effective approach to meditation. Learn how to rest and get centered, recharge your energy and enthusiasm, build your resilience and get tools to deal with bad times, and tune in to your true self. Email [sregan@westfordma.gov](mailto:sregan@westfordma.gov) for the Zoom invitation.

**[Virtual Tweens and Teens Mug Treat Tuesdays](#), Tuesdays through December 15 (see Event calendar) from 4 to 4:30 p.m.** Teens and Tweens can participate in a weekly virtual program showing you how to make a treat in a mug. We will provide you with a full recipe (ingredients and instructions) to review and have ready before each program starts. This is a FREE virtual event for Teens and Tweens entering Grades 5 to 12. This is an eight-week program presented by Julie Manning of Simply Focused Coaching. Please check the [Events Calendar](#) to register for the days you want to attend.

**Holiday Pies with Liz Barbour: Thu., Dec. 17 at 7:00 pm.** A delicious holiday pie is one pie crust and one filling away! Liz Barbour of The Creative Feast will share her favorite pie dough recipe so students can recreate the perfect, flaky crust every time. Learn her favorite pie baking tools, ingredients, preparation methods, and how to prepare a delicious seasonal pie and folded tart. Email [sregan@westfordma.gov](mailto:sregan@westfordma.gov) for the Zoom invitation.

**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.

**[Virtual Westford Job Seekers](#):** The J. V. Fletcher Library's "Westford Job Seekers Network" meets weekly on Wednesdays from 3- 4:30pm. Attracting people of diverse work backgrounds and age groups, this group helps you expand your network of business contacts, discover new job opportunities and connect with others who are in job transition and can become part of your support group. Meetings include guest speakers who are experts in the job search process or in career development. Contact Dina Kanabar, [dkanabar@westfordma.gov](mailto:dkanabar@westfordma.gov) for more information.

**Registration for Mother Goose:** Join us on Tuesday or Thursday morning at 10:30 AM until New England weather tells us no MORE! Due to increased interest and being mindful of the Governor's guidelines for no gatherings over 50 people, and the need for contact tracing, Mother Goose has been changed to an in-person, weekly, **REGISTRATION story time for babies and pre-schoolers. Register through our [Events Calendar](#).** Each child, baby, and adult must be registered individually and have individual tickets (ie. mom + two kids = three attendees, three tickets).

**If the weather permits (no snow, no rain, no gale force winds), we will be OUTDOORS and SOCIALLY-DISTANCED** on the grass between the library and the church. We will set out markers to socially distance families – since the ground may be damp from dew, please bring a blanket or portable chairs.

Youth Services staff will be masked and performing for you live on the lawn. Masks are required for all who attend except for children age two and under. Please help your children maintain social distance from other families.

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

**In-House Browsing Appointments:** Appointments are available Monday through Thursday from 11 a.m. – 2 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.

**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.

### 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

### FALL festivities at the Cameron

We invite adults age 55+ to participate in in our many programs and services.

*\*Due to COVID we ask that you call the center at 978-692-5523 to schedule your participation in programs and/or services.*



#### GERAGHTY'S FAMILY AND FRIENDS 23<sup>rd</sup> ANNUAL THANKSGIVING DINNER Sunday, November 22

COVID-19 has changed the world, but not the generosity and community spirit of the Geraghty family and friends. Due to current restrictions on gathering sizes, this year's meal will be a TO-GO meal. The traditional Thanksgiving meal will be prepared at Westford Academy and will be provided to center participants in to-go containers. The menu will include turkey and dressing, gravy, sweet potatoes, corn, pies, and more. There will not be BINGO this year. To reserve, call the Cameron and register for the number of meals you will be picking up at WA, and your pick-up time slot—12:00-12:30, 12:30-1:00, 1:00-1:30 and 1:30-2:00. We will schedule only forty households per time slot. There will be volunteers to direct you where to park, check you in, and bring your special "To Go Thanksgiving Dinner Bag" full of savory goodness and much gratefulness for YOU. RSVP to 978-692-5523. Meals can be delivered if you have a transportation hardship. Please call Chuck by November 17 if you need this service.



#### GRAB AND GO HAM & BEAN SUPPER

Saturday, November 21st, Time is TBD

The Annual Ham and Bean Supper, sponsored by the Westford Firefighters Association, American Legion Post 159, and the Franco-American Club, will be held at the Franco American Club. There is no charge for the to-go dinner, but we encourage you to bring an item for the Community Food Pantry. Please pre-register for a time slot at 978-692-5523.

#### GIFT CARDS – Fundraiser to Benefit the Cameron!

Your purchase of gift cards for the holidays can benefit the Cameron Senior Center. Available through the Friends of Cameron, gift cards for popular stores, restaurants & gas stations, like Amazon, CVS, Home Goods, Panera, Marshalls, Super Cuts, Mobil, Starbucks, Target, and more, are ideal for holiday giving during the pandemic. Orders are due by December 1. Click here for a printable order form – and order your cards today! [Gift Card Order Form](#)

#### Thanksgiving Wreath Centerpiece Workshop

Instructor: Paula Sullivan, Owner and Floral Designer of Westford Florist

Tuesday, November 17<sup>th</sup> at 11AM

Come join Paula is thrilled to help you create your own signature thanksgiving centerpiece. Fresh greenery, pinecones, ribbon and other decorations will be provided however if you have your own special adornments please bring them with you. Cost \$8 RSVP-978-692-5523

*This program is being subsidized from a grant funding from Elder Services of Merrimack Valley.*

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## Cameron Senior Center (continued)

### A MUCH-Appreciated Donation from Estella Cui

Recently, **Estella**, a ninth-grade student at **Westford Academy** wanted to **donate her hard-earned** summer money to benefit older adults. Estella earned nearly \$900 by giving private piano lessons and swimming lessons over the summer. She especially wants you to know you are not alone during this difficult time of self-isolation due to the COVID-19 pandemic. Estella thoroughly researched, cited case studies and endorsements by such medical institutions as Houston Children's Hospital in support of purchasing an **Austin Healthcare Air Purifier** for our Fitness Center. Estella donated close to \$900 to purchase this air purification system, and food, gas and other gift cards for center needs.

With our fitness center doors open, our new air purification system is running around the clock much like our fitness center members who are exercising again, enjoying the friendly faces of our fitness monitors and reconnecting with fitness friends. We are honored by Estella's thoughtfulness and generous donation to the Cameron.



### JOIN US FOR A HOLIDAY BREAKFAST SPONSORED BY THE FRIENDS OF THE CAMERON Monday, December 14<sup>th</sup> at 8:30AM

**Paul's Diner** will be the site of our festive holiday cheer this year, at a spectacular breakfast that will delight one and all with a special menu. We are excited to share an early December morning with you whether you order your holiday breakfast to go or choose to order tableside at Paul's Diner in their function room. Paul's Special Holiday menu will include the following selections: Marinated steak and eggs, Eggs Benedict, Holiday omelet of your choosing, Two eggs with a choice of meat, a winter waffle or three pancakes or three pieces of French toast. Limited seating is available. Cost (includes tip) is \$5 for Friends members and \$8 for Non-Friends members. Our COA sleigh is available for



your transportation needs—please call Chuck (978-399-2322) to make arrangements by December 11<sup>th</sup> at noon. **RSVP SOON-** 978-692-5523. Door prizes provided by your COA elves and you don't have to be present to win!

### For our exercise class schedule and many more program and service offerings:

Please visit our website at [www.westfordma.gov/coa](http://www.westfordma.gov/coa) and find our 2020 November-December newsletter or visit us at <https://www.facebook.com/CameronSeniorCenter/>

### LET'S RING IN NEW YEAR TOGETHER

**Wednesday, December 30<sup>th</sup> at 12:00PM**

Join us for a Donna Dutton's fabulous New Year's Eve lunch again but in a festive To-Go style! Donna will be prepare her favorite recipes for baked ham, home-style mashed potatoes and her infamous broccoli salad as we get an early start on ringing in 2021.

Cost is \$5.00. Please call to sign up at 978-692-5523.

### Prevent Slips and Falls

If you need a free bucket of sand to be delivered to your home for the coming winter months, please call the center at 978-692-5523.



**Inclement weather policy-** Please remember that the Cameron follows the same inclement weather procedures as Town Hall. To find updated inclement weather information please go to <https://www.westfordma.gov> or simply call the center after 6:30AM to receive delay/closure information.

## **Westford Health Department**

### **Mental Health Resources for Westford Residents**

The COMPASS Helpline is open during our regular hours – Monday through Friday, 9 am – 5 pm. You can reach us by calling 617-704-6264 or 1-800-370-9085, or emailing us at [compass@namimass.org](mailto:compass@namimass.org).

COMPASS is the information and referral helpline at NAMI Massachusetts. They provide resources and support to help people navigate the complex mental health system in difficult circumstances.

#### ***Massachusetts Dept of Mental Health***

<https://www.mass.gov/orgs/massachusetts-department-of-mental-health>

**Crisis number 24-hour line:** (877) 382-1609

**Main number:** (617) 626-8000 M-F 9-5

**Voicemail Box:** 1-800-221-0053 (checked regularly calls returned within 48 hrs.)

#### ***Interface Referral Service-*** <https://interface.williamjames.edu>

**Referral Helpline:** 888-244-6843

Monday – Friday 8am-5pm

#### ***Veterans Crisis Line***

1-800-273-8255 (Press 1)

#### ***Massachusetts Substance Abuse Hotline***

1-800-327-5050

#### ***Crisis Hotline for Domestic Abuse*** [24-hour line](#)

<https://www.mass.gov/service-details/domestic-violence-programs-for-survivors>

877-785-2020

877-521-2601 (TTY)

**Samaritans Hotline:** (800) 273-8255

**National Domestic Violence Hotline 24-hour line:** 1-800-799-7233

**National Sexual Abuse Hotline 24-hour line:** 1-800-656-4673

#### ***CDC stress and coping during COVID-19:***

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/managing-stress-anxiety.html>

#### ***Suicide Prevention during COVID-19:***

<https://suicidepreventionlifeline.org/current-events/supporting-your-emotional-well-being-during-the-covid-19-outbreak/>

## Recycling Commission

### **ELECTRONICS & MORE COLLECTION**

**Saturday, November 14, 2020, 9 am – 2 pm**

**Westford Highway Garage, 28 North Street, Westford, MA  
for Westford Residents**

On Saturday, September 19<sup>th</sup>, we experienced a tremendous response at the Electronics & More Collection at the Westford Highway Garage. This was unanticipated and resulted in significant flow issues, and many residents were turned away.

As a result, there will be a 2<sup>nd</sup> collection event on Saturday, November 14<sup>th</sup> from 9 am to 2 pm. There is a plan in place to create a 50% increase in throughput for this event with a modified traffic pattern.

#### **Important Covid-19 protocol:**

- This is a fee-based collection open to Westford Residents only
- Residents are required to stay in their vehicles and wear masks.
- The Northeast Materials' staff will take the items from the vehicle for them and collect fees from the driver's side window.
  - Westford utilizes the services of Northeast Materials Handling of Ayer, Massachusetts.
- CASH OR CHECK – No credit cards accepted
  - Checks should be made out to "Northeast Materials Handling".
- The Town of Westford receives no proceeds from this event arranged by the Westford Recycling Commission.
- For acceptable items (free) and chargeable items, check the event brochure at [www.westfordma.gov/recycling](http://www.westfordma.gov/recycling).

#### **A Reminder - 3 Barrels is the Limit for Trash**

The Recycling Commission would like to remind residents that the current limit for weekly trash pickup is 3 barrels. If you put out more than three, Acme Waste will take three and leave a notice on the remaining barrels.

The answer: Buy less and recycle more and three barrels will be sufficient.

**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)

