



Town of Westford Massachusetts

Town Manager's Newsletter

March 2016



Jodi Ross,
Town
Manager

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978-692-5500

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League of Women Voters
Annual Town Meeting
Review
Tuesday March 15th
7:00 p.m.
J.V. Fletcher Library

Annual Town Meeting
will be held
Saturday, April 2
10:00 AM
At the Abbot School

Styrofoam Collection
10:30 am - 2:30 pm
Saturday, April 16, 2016
Highway Garage
28 North Street



Watch
Meetings Online
westford 
community access television
www.westfordcat.org

Dear Westford residents,

It is with great pleasure that I announce our Director of Land Use Management Chris Kluchman's election to the College Fellows of the American Institute of Certified Planners. This is a merited recognition of Chris's numerous accomplishments and contributions to the planning profession. She will be inducted a "Fellow" at the 2016 Induction Ceremony in Phoenix, Arizona on April 3rd, and will be able to use the FAICP after her name there after. This is a significant accomplishment, and represents the top honor in the field of planning, where she will serve as a role model and mentor to planners throughout our country. Please join me in congratulating Chris on this significant, well-deserved award.



Firefighter Dave Christiana was awarded Man of the Year by the Lowell Sun for his countless contributions to our town. Some of these include creating the Fallen Firefighter Memorial, the 911 Memorial, the Westford Knight, the Civil War monument, and the descriptive plaques on our historic buildings. Dave is a firefighter with 16 years of experience on our Westford Department. He possesses an enormous amount of energy, drive and artistic talent, and this coupled with his passion for public service and history, has resulted in a man who has brought so much to our town.



Photos courtesy Lowell Sun

Pam Hicks, our Human Resources Director received the Blue Cross Blue Shield Municipal Innovation Award for implementing an employee walking challenge campaign last year, and they bestowed our town with a \$5000 award for her innovation. Congratulations Pam on your creativity and perseverance in getting this fun and healthy program going!



Burlington Town Manager John Petrin presented an award to the Board of Selectmen, and to me as Town Manager, for receiving the 2015 International City/County Management Association Community Partnership Award for our CrossTown Connect project, which is a Transportation Management Association that allows our local business commuting and shuttling services both locally and into Alewife.

(Continued on next page)

WWW.WESTFORDMA.GOV

On Tuesday March 15th at 7:00 p.m. the League of Women Voters will be hosting an Annual Town Meeting review in the J.V. Fletcher Library. Please join us to ask any questions you may have regarding the articles featured in the warrant for our Town Meeting to be held April 2nd at 10:00 a.m. at the Abbot Elementary School Gymnasium.

- Article 1** Accept Town Reports – including hearing a report of the Recreation Dept. Master Plan
- Article 2** Approve Unpaid Bills from Previous Fiscal Year - We have an unpaid bill for \$1,900 from Boston Area Police Emergency Network
- Article 3** Approve Fiscal Year 2016 Supplemental Appropriations - \$300,000 to Snow and Ice, \$20,000 to Integrated Paper Company (our recycler) pending completing contractual obligations through June 30, 2016
- Article 4** Approve Fiscal Year 2016 Budget Transfers - Still being determined.
- Article 5** Appropriate Funds For the Westford Superior Officers Association to Fund the Fiscal Years 2014-2016 Contract Settlement – this contract award was received March 10th and will be voted on by BoS on 3/22, FinCom on 3/31
- Article 6** Appropriate from Insurance Receipts Reserved for Repairs to the Westford Academy Building Located at 30 Patten Road – this will allow us to spend insurance reimbursements over \$20,000
- Article 7** Approve Capital Appropriations – a list is available online
- Article 8** Appropriate Funds for Pedestrian and Traffic Improvements to the Town Center - \$13,000 to study the recommendations of the committee and implement approved changes
- Article 9** Authorize the Board of Selectmen to Sell the Former Town Farm Building Located at 35 Town Farm Road
- Article 10** Authorize the Selectmen to Enter a Lease for the Office and Programming Space for the Parks, Recreation, and Cemetery Departments and Appropriate Funds for the First Year of the Lease - BOS has not approved pending receipt of proposals
- Article 11** Approve Community Preservation Committee Recommendations
- Article 12** Authorize Revolving Funds – no new funds but some changes in amounts
- Article 13** Approve Fiscal Year 2017 Operating Budget – we have a balanced budget!
- Article 14** Appropriate Chapter 90 Local Transportation Funds for Roadway Maintenance - BOS to vote on 3/22
- Article 15** Appropriate Funds from Water Enterprise Other Post Employment Benefits Stabilization Fund
- Article 16** Accept Massachusetts General Laws Chapter 73, Section 4 of the Acts of 1986, as Amended by Chapter 126 of the Acts of 1988 Related to Property Tax Exemption Increase by 100% for the Blind, Elderly and Disabled Veterans
- Article 17** World Flag Resolution – this is a citizen's petition - The BOS voted not to support, 3 to 2
- Article 18** Authorize Board of Selectmen to Accept Easements (we do this every year for utilities, etc..)
- Article 19** Authorize Board of Selectmen to Acquire Easements for Main Street Improvements – this is to enable us to complete our Main St water main replacement and newly reconstructed street project
- Article 20** Westford, Polystyrene Disposable Food Container Restriction – citizen's petition - BOS to vote on 3/22
- Article 21** Amend Section 5.3 Signs, and Section 10.2 Definitions (Sign related definitions) – see website for details
- Article 22** Amend Section 10.2 Definitions-see website for details
- Article 23** Amend Appendix A: Table of Principal Uses – see website for details
- Article 24** Amend Agricultural Preservation Restriction on 66-68 Boston Road Parcel – this will enable the purchasers to build a restaurant and function facility on one of the three parcels on the site. Much more information is on our website
- Article 25** Transfer Custody of Parcels on Mark Vincent Drive, Lakeview Street, and Keyes Road from the Tax Possession Sale Committee to the Conservation Commission – these are parcels the town foreclosed on that will become conservation land if approved.
- Article 26** Transfer Custody of a Parcel on Depot Street from the Tax Possession Sale Committee to the Board of Selectmen – this will allow access to a dam which abuts the parcel
- Article 27** Rename the Nabnasset Elementary School Gymnasium in Recognition of Frank Bishop

More information on the [2016 Annual Town Meeting](#) can also be found at this [link](#).

(continued on next page)

On March 23rd at 8:00 a.m. the Westford Business Association will be hosting a meeting at Juniper Networks on Littleton Road which will include an update from our local town managers (including myself) outlining recent economic development activities in our communities. On Saturday, April 16th the Westford Job Seekers and the Massachusetts Small Business Administration will conduct a free seminar "Business Smart Workshop" for local entrepreneurs at the JV Fletcher Library, 50 Main St., from 10:00 a.m. to 4:00 p.m. Our Economic Development Committee will be participating with a short presentation regarding what support our town offers business entrepreneurs; including support from town staff, a streamlined permitting process, and tax incentives. Other speakers will discuss how to get businesses off the ground, available financing options, what banks look for when lending, marketing and social media, and education and training. Contact Dina Kanabar at 978-399-2308 at the J.V.Fletcher Library for more information, or register at: www.eventbrite.com and search for "Business Smart Workshop Westford".

The plans for our new Center Fire Station are being further studied by our Permanent Town Building Committee with an update on the status of the project expected at the March 22nd Board of Selectmen meeting. A group of us including three selectmen, members of the Permanent Town Building Committee, the Fire Chief, several firefighters, and myself toured the North Andover fire station recently (a new, much less expensive facility) for ideas on how to proceed with our own fire station design.

The Pedestrian Safety Committee received approval to proceed with spending \$25,000 of Sidewalk Gift Account funds to allow them to hire a consultant to assist with prioritizing sidewalks, analyzing crosswalks, and identifying other pedestrian safety improvements. The committee presented the board with a proposal to apply for Mass Department of Transportation's Complete Streets Funding Program, which was approved by the Selectmen. The intent is to seek a state grant to reimburse us for the prioritization work outlined above.

There are several openings on local boards and committees, including the Agricultural Commission, Bylaw Review Committee, Communications Advisory Committee, Economic Development Committee, Energy Committee, a newly forming Healthy Communities Committee, the Historical Commission, Tax Possession Sale Committee, and others, and I urge you to peruse our website for information about the work of these committees. If you have interest, please complete a Citizen's Activity form at this link: [Citizen Activity Form](#) or stop by and fill out a form in the Town Manager's office.

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

Happy Saint Patrick's Day to All!

Sincerely,



Jodi Ross
Town Manager



Town Clerk's Corner



RABIES CLINIC



Saturday, March 26, 2016
9:00am to 11:00am
Center Fire Station
51 Main Street
Cost: \$15.00 per pet



Cats and Dogs are both welcome!

*Shots administered by Nashoba Valley Veterinary Hospital
(checks payable to NVVH)*

THE TOWN CLERK'S OFFICE WILL BE IN ATTENDANCE TO LICENSE DOGS.

\$15.00 for altered

\$20.00 for un-altered

(checks payable to Town of Westford)

*** NOTE: THE LAST DAY THE TOWN CLERK'S OFFICE IS OPEN
TO LICENSE YOUR DOG(S)
BEFORE FINES APPLY
IS THURSDAY, MARCH 31ST, 8AM - 4PM**

NOTICE TO DOG OWNERS AGE 70 AND OLDER

**IF YOU ARE AGE 70 OR OLDER YOU DO NOT HAVE TO PAY FOR YOUR LICENSE BUT
YOU ARE RESPONSIBLE FOR THE LATE FEE**

**ALL DOGS MUST BE LICENSED EVERY CALENDAR
YEAR.**

THE DEADLINE IS MARCH 31, 2016

**ALL DOG OWNERS WITH DOGS OVER THE AGE OF
6 MONTHS WHO HAVE NOT LICENSED THEIR DOGS
WILL BE FINED \$25.00 BEGINNING APRIL 1, 2016.**

(THIS IS PER TOWN OF WESTFORD BYLAW 84-1)

**ALL RABIES VACCINATIONS MUST BE CURRENT TO
OBTAIN A LICENSE.**

IT IS YOUR RESPONSIBILITY TO PRODUCE A CERTIFICATE OF RABIES VACCINATION.



J.V. Fletcher Library

“The Westford Community Seed Library”

The J. V. Fletcher Library is very pleased to announce the establishment of a community Seed Library (located in the ground floor hallway of the Fletcher Library.) The Seed Library was initiated in 2015 by Eagle Scout Candidate Will O'Neal of Scout Troop 159 for his Eagle Scout Project. Future on-going maintenance of the Seed Library will be handled by the Westford Agricultural Commission.



What is a Seed Library? The purpose of the Westford Seed Library is to offer local gardeners more resources, promote local plant diversity and make agriculture more accessible in the community. It is a place where community members can donate dried, storage-ready, vegetable, fruit, flower or herb seeds that they have grown at home. Currently the Seed Library contains over 1,000 labeled seed packets; community members are welcome to come and “borrow” these seeds. The expectation is that gardeners will give back some seeds in the fall from plants grown from the “borrowed” seeds. This cycle (of borrow, grow and return) will ensure the sustainability of the program.

The Seed Library is stored in a card catalog (generously paid for by the Friends of the J. V. Fletcher Library, Inc.) In the fall when harvested, storage-ready seeds are donated back to the Library where the Westford Agricultural Commission will sort and catalog them into labeled packets.

For more information on this exciting new initiative please visit the Seed Library at the Library and pick up a FAQ filled brochure.

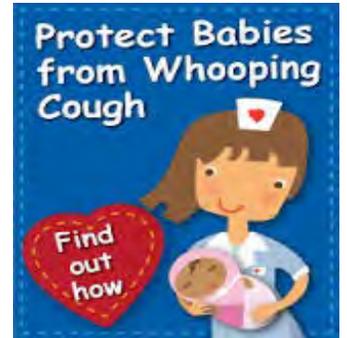


Research, learn and discover.
WWW.WESTFORDLIBRARY.ORG

Health Department

GRANDPARENTS-LET'S KEEP OUR BABIES SAFE!

Whooping Cough (Pertussis) is a growing public health concern, and is a highly contagious bacterial disease, that could potentially be fatal to infants. Up to 80% of babies who get Pertussis get the disease from the people they are the closest to; their parents and grandparents. Please join the Westford Health Department at an educational session to learn about the importance of the Tdap vaccine. Immediately following the program eligible participants will have the opportunity to be vaccinated for free. This program is for grandparents who have not been vaccinated before with the Tdap vaccine.



Registration is required. Call 978-692-5509 by April 28 to register.

Date: May 12, 2016

Time: 1:00-3:00pm. Tdap vaccination will be offered immediately following the presentation.

Location: Town Hall, 2nd floor conference room

CAMP PHYSICALS

To assist families with getting their required summer camp physicals, the Health Department in cooperation with Pediatrics West will sponsor an afternoon offering the opportunity to obtain the camp physicals. **This does *not* meet school required or needed sports physicals.**

Appointments necessary, call 978-692-5509 to schedule.

Dates: May 12

Times: 3:00-4:00 pm

Location: Pediatrics West

Fee: \$5

HOW TO CREATE A GREEN AND HEALTHY HOME



The Westford Health Department is proud to present, an informational seminar on green and healthy homes. A green and healthy home improves air quality and reduces stress and helps create a home free of health and safety hazards. We will also cover information on how to address lead and asbestos in your home. Please join us on:

Date: Monday, May 23th

Time: 7:00pm

Location: Town Hall Meeting room
55 Main St.

Please call 978-692-5509 by May 18th to register

Fire Department

On March 3, 2016, Class #57 of the Call/Volunteer Recruit Firefighter Training program graduated having completed 240-hours of training on nights and weekends. The 32 graduates, comprised of 31 men and one woman, represent the 14 fire departments of: Boxford, Georgetown, Groveland, Ipswich, Lynnfield, Merrimac, Middleton, Newbury, Newburyport, Rockport, Rowley, Wenham, West Newbury, and Westford.



We are proud to have Westford's own Cody McNayr as a graduate of Class #57.

Westford Fire Department members Deputy Britko and Fire Chief Joe Targ attended the graduation ceremony.



Council On Aging

LUNCH & LEARN

Friday, March 11 at 12:30 pm

Making Herb Boxes for Your Kitchen, lunch TBD.

Please RSVP for Lunch and Learn

Program at the Front Desk 978 692 5523 so we can plan for food.

The first 18 people are guaranteed food.

ST. PATRICK'S DAY LUNCHEON

Tuesday, March 15, at Franco American Club.

Wear your green and join us for the traditional corned beef and cabbage dinner ~ with entertainment.

Doors open at 10:30 a.m.

Lunch provided by Shirley Caterers will be served around 11:30 a.m.

Cost: \$7, due at sign-up. Call 978-692-5523 by March 7.



BRUNCH AND BEADS

Wednesday, March 23, 10:30 am

Brunch and Beads is back by popular demand!

Diana Baranowski Seremet of Beadles Bead Shop will be at the Cameron holding a beading workshop using Easter character beads and other spring selections to help you make a lovely piece of jewelry.

The fee is \$5.00 per piece.

The event is co-sponsored by Kathy Cunningham of Coldwell Banker.

Light refreshments will be provided.

ELEGANT CHEF LUNCHESES

Sponsored by Cummings Foundation

Culinary students from Nashoba Tech's Elegant Chef restaurant will be preparing and serving delightful hot meals once a month at the Cameron!

There will be a basket raffle and a 50/50 raffle.

Cost: \$7 per meal.

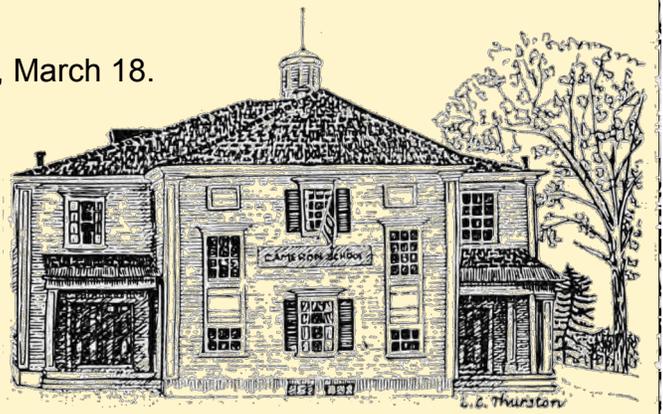
Seating is limited; please call 978-692-5523 by Friday, March 18.

Lunch on Monday, Mar. 28, at 11:30 am is:

Maple Glazed Virginia

Ham with a Vermont maple demi-glace or Marinated Rosemary Skewered Shrimp, charbroiled then baked in a rosemary lemon butter sauce.

To view the complete Council On Aging Newsletter please visit our website: www.westfordma.gov/coa and click on [Newsletters](#).



Westford Senior Center

Council On Aging (continued)

SPECIAL TRIP OF THE MONTH: "PICKITY PLACE"

Friday, April 29

Enjoy an exquisite lunch at **Pickity Place in Greenville, New Hampshire**. After lunch enjoy a stroll through the gardens before returning to the Cameron. The COA van will depart from the Cameron at 10am and return around 3pm.

The cost of the trip is \$30 which includes lunch, tip and transportation.

HOME COOKED LUNCH PROGRAM WITH "CHEF DAVE" LOISELLE

Friday, April 1 ~ Cheeseburger with all the fixings and oven fries

Wednesday, April 6 ~ Meat Ball Subs with a fresh salad and fruit

Friday, April 8 ~ Homemade pizza and salad

Wednesday, April 13 ~ Stir Fry Chicken with veggies and White Rice and Mandarin Oranges

Friday, April 15 ~ Chicken Sausage on a sub roll with peppers and onions

Wednesday, April 20 ~ Lasagna, oven roasted vegetables with garlic bread and pudding

Friday, April 22 ~ Health salad with sides and pita bread

Wednesday, April 27 ~ Turkey rolls with stuffing and mashed potatoes

Friday, April 29 ~ Hot dogs with baked beans

Lunch will be served at 12 p.m. on Wednesdays and Fridays. The cost will be \$3.00 per meal. Please sign up two business days in advance by calling 978.692.5523.

"GAY NINETIES CELEBRATION"

The Council on Aging is pleased to announce our annual Gay Nineties Celebration on **Tuesday, May 24th from 10:30 AM – 2:30 PM at the Franco American Club**.

In celebration of Older Americans Month, this event honors those Westford elders who are ninety years of age and older. The afternoon will include a catered lunch served around 11:30 AM with entertainment. **Advanced registration is necessary, at 978-692-5523 before May 13th.** If you were born in 1926 or earlier, please indicate your birth date when registering so you can be acknowledged. Our honored Westford guests age 90 and over are welcome to bring **two** guest and they will be seated at your table; **both the honoree and their two guests attend free of charge.** The cost for the other guests will be \$10 if you are not a member of the Friends of Cameron and \$7 if you are a Friends member. Transportation is available.

To view the complete Council On Aging
Newsletter please visit our
website: www.westfordma.gov/coa
and click on [Newsletters](#).

Council on Aging (continued)

WESTFORD T.R.E.A.D. - applications will be available at the Cameron Senior Center in May this year and will be **due on August 1st**. Awards are determined at the December 2016 T.R.E.A.D. Committee Meeting. This program is funded through donations and assists approved applicants with property tax relief. Applicants must be 65 years or older OR have a state recognized disability, and must own and occupy their home. If you have questions about the program or need application assistance, call Alison Christopher, LICSW at 978-399-2325.

WESTFORD SENIOR TAX WORK AND VETERANS TAX WORK -PLEASE NOTE CHANGES TO APPLICATION PROCESS -Tax Work applications are available at the Cameron Senior Center. Please apply if you are interested in working with a town department in exchange for a \$1,000.00 reduction in your FY 2017 real estate tax bill.

You must submit a NEW application if you are interested in being placed this year, even if you have participated in previous years. First time applicants will be given priority, and remaining applicants will be selected through a lottery system. To participate in this program, senior program applicants must be 60+ years of age and own and occupy the property for which Westford taxes are paid. Veteran applicants must be 18+ years of age, but must meet the MGL criteria for veteran status, must have been honorably discharged, and own and occupy the property for which taxes are paid.

Applications must be submitted to the Senior Center by May 10th. The lottery will take place on Friday May 20th at 2PM at the Senior Center and applicants are welcome to attend. Please note that all selected candidates must meet the skill set and needs of the participating Town departments before being placed (disabled Veterans may assign a proxy if approved by the VSO).

If you have any questions, call Alison Christopher, LICSW at 978-399-2325.

Agricultural Commission

2nd Annual "Grown Here in Westford" Photo Contest

Lots of Westford residents are supporting local agriculture and by doing so, are making our community a healthier, more sustainable place to live. The Westford Agricultural Commission is looking for photographers of all skill levels and ages to help us tell their stories in pictures.

The Westford Agricultural Commission is hosting its 2nd Annual "Grown Here in Westford" Photo Contest of all things agricultural in town. Submit your digital images portraying people working with the land, as well as those photos that highlight the beauty of Westford's agricultural bounty, animal and plant life, pollinators and landscapes.



Bree Gouldson (strawberries)



Sally O'Malley (chickens)

We want to see your prized Victory garden, kids interacting with animals they've never seen up close at the Middlesex County 4-H Fair, families enjoying a day of apple picking, breathtaking shots of butterflies and bees, or even still shots of beautiful, fresh, local produce. The images need not be new, but they must be taken in Westford, Massachusetts. Anything that represents a love and appreciation of local agriculture.

Entries will be judged by popular vote at The First Parish Church's Strawberries and Arts Festival on June 18. Winners will be named in 18+, 10-18 and Under 10 age categories.

Online submissions must be received by June 1, 2016 for consideration. Official entries must be also printed and matted for display. An exhibit of entries will be held at the Avis Gallery at the Roudenbush Community Center following the judging. For complete rules and details, please email Kim Liner at kpliner@gmail.com.



Kristin Cambray (alpaca)

Recycling Commission

Westford Styrofoam Collection

10:30 am - 2:30 pm

Saturday, April 16, 2016,

Westford Highway Garage, 28 North Street

Take all your clean Styrofoam to the Styrofoam collection event. Styrofoam will be collected by ReFoamIt, Leominster, MA. Details: www.refoamit.com. Collection arranged by the Green Action Team, First Parish Church. Open to Westford residents only. **No charge.**

Brush Chipping

10:30 am – 4:30 pm

Saturday, April 16, 2016,

Westford Highway Garage, 28 North Street

- **Proof of Westford residency required.**
- **Accepted:** Brush and branches up to 3 inches in diameter and 10 feet in length. Must be average residential brush categories and reasonable amounts: A load ranges from a trunk to pickup truck volume, includes tow behind a full trailer.
- **Not accepted:** Building materials (e.g. fences, boards), land clearing materials and debris (e.g., roots, bushes, anything mixed with poison ivy), grass, and leaves.
- **Cost:** \$10 per load, checks preferred, payable to the Town of Westford.

**WESTFORD THANKS YOU
FOR RECYCLING, REDUCING,
REUSING, AND REPURPOSING.**

www.westfordma.gov/recycling



Parks and Recreation Department

We've Moved

The Parks, Recreation, & Cemetery Department offices have moved from 35 Town Farm Road. Our temporary location is at the Rogers Fire Station Training Room. The Training Room is located on the lower level and accessed by going between the Town Farm building and garage as if heading to the concrete fire tower. An RFP has gone out seeking proposals for leased space for the department.

Crew Members and Seniors work together on indoor rowing machines

The indoor rowing machines or erg have found a temporary home at the Cameron Senior Center. The machines created an interest for some of the patrons to the Senior Center. The result was crew members showing the Seniors how to properly use the machines. What a great inter-generational activity and beneficial to all participants.



Community Fields at Nutting Road

With the mild winter the Community Fields at Nutting Road have opened for scheduled play. The synthetic turf fields allow youth soccer, youth lacrosse, and adult soccer to start practices prior to the beginning of league play.

The grass fields are not open for play. The grass is still dormant with roots being established for new growth. It is difficult to balance the desire to get out to play and to allow sufficient time for the grass to be established. It will be a few more weeks before play is allowed so as to not tear up the grass.