



TOWN OF WESTFORD
BOARD OF SELECTMEN

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

MEETING AGENDA

Tuesday, August 23, 2016

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Executive Session**
 1. To discuss strategy with respect to litigation in the matter of Newport Materials, LLC, et al v. Westford Zoning Board of Appeals, et al and Newport Materials, LLC, et al. v. Planning Board of Westford, et al, as an open session may have a detrimental effect on the litigating position of the Town
 2. To discuss strategy with respect to litigation in the matter of Merrill Quarry, et al v. Town of Westford, et al, as an open session may have a detrimental effect on the litigating position of the Town
 3. To consider the purchase, exchange, lease, or value of the Drew Gardens property located at 66 Boston Road, as an open session may have a detrimental effect on the negotiating position of the public body
 4. To discuss strategy with respect to collective bargaining with the Westford Superior Police Officers as an open meeting may have a detrimental effect on the town's bargaining position
2. 7:30PM **Call to Order**
3. 7:31PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**

Recognize over 40 years of service and the retirement of Peter Dennechuk from the Westford Fire Department
5. 7:35PM **Public Hearing: Request to change the manager of the Section 12 All Alcohol Club License from Barbara Tully to Leonard J. Hester Jr. for the Nabnasset American Legion Post 437 at 114 Dunstable Road**
6. 7:40PM **Request for sign changes at the police station parking lot area – Police Captain Mark Chambers, Westford Police Department**
7. 7:50PM **Presentation on the proposed curb extension at the Parish Center for the arts, and if supported, request to amend the BETA Group, Inc Town Center Study contract for Final Design of the Curb Extension - Gail Flannery, Co-Chair, Town Center Parking and Traffic Committee, and Paul Starratt, Town Engineer**

8. 8:00PM **Request to set the Clare Circle Betterment Assessment** – *Paul Starratt, Town Engineer*
9. 8:05PM **Special Town Meeting (October 17, 2016)**
Public hearing for street layout plans for Clare Circle – *Paul Starratt, Town Engineer*
10. 8:10PM **Old/New Business**
1. Request to approve changes for “doing business as” at the following Section 15 Retail Beer and Wine Liquor License locations:
 - A. TNM Corporation doing business as Tedeschi Food Shops, 103 Main Street
 - B. NURUN Corporation doing business as Tedeschi Food Shops, 64 Brookside Road
 2. Request to appoint 20 voters as Election Officers for terms to expire July 31, 2017
 3. Request to re-appoint Jeannette M. Wilkinson to the Town Center Parking and Traffic Study Committee for a term to expire June 30, 2017
 4. Request to appoint a new member to the Drew Gardens Task Force with a term to expire June 30, 2016:

Ankita Ahalavat	98 Main Street
Mari Cartagenova	16 Graniteville Road
Maureen George	3 Porter Road
Diane Hendriks	11 Crown Road
Robert S. Jefferies	11 Boston Road
Sarah Nastasia	22 Story Street
Robert L. Shaffer	7 Blakes Hill Road
11. 8:20PM **Consent Agenda- Request to approve the following**
- A. Special License Request
Event: Annual Fundraiser for Westford Public Schools Music Program
Applicant: Kathleen Bernard, Friends Advancing Music Education (FAME)
Location: Parish Center for the Arts, 10 Lincoln Street
Event Dates: October 21, 2016
Event Times: 6:00PM to 11:00PM
 - B. Banner Request
Event: Troop 195 Annual Christmas Tree Sale Fundraiser
Applicant: Rachel MacMaster
Location: 99 Restaurant, 313 Littleton Road
Event Dates: Dec 3-4, Dec 10-11, and Dec 17* (if necessary)
 - C. Street Closure Request
Event: Neighborhood Block Party
Applicant: Katelyn Bennett
Location: Tadmuck Lane at Fairview
Event Date: Saturday, September 10, Rain Date: Saturday, September 24
Event Time: 12:00PM – 9:00PM

12. 8:25PM **Minutes for Approval**

For Release

1. July 12, 2016 – Regular Session
2. July 26, 2016 – Regular Session
3. August 9, 2016 – Regular Session

13. 8:30PM **Board Reports/Updates**

14. 8:35PM **Town Manager's Report**

1. Discuss receipt of letter from Earl W. Duval of Duval & Klasnick, regarding a request to release a RFP for installing a telecommunications facility on town-owned property
2. Request to amend the Personnel Regulations to approve a change to the mileage reimbursement policy – *Dan O'Donnell, Finance Director*
3. Request to accept a \$2,000 contribution from the Roudenbush Community Center to provide funding for electrical updates at Old Nabnasset School
4. Request to approve the following contracts:
 - A. Paul B. Charbonnier in the amount of \$8,500 for the replacement of a domestic hot water heater in the Police Department
 - B. Howse Corporation in the amount of \$8,500 to upgrade energy management controls at the Highway Department facility. Project shall be funded entirely by Green Communities.
 - C. Energy Management Consultants Inc. in the amount of \$209,169 to install LED lighting systems at four town facilities. Project shall be funded as follows:
 1. National Grid incentive: \$52,833
 2. Green Communities: \$151,946
 3. Water Enterprise: \$4,000
 4. Public Buildings General Fund: \$390

15. 8:50PM **Correspondence**

16. 8:55PM **Adjournment**

**Board of Selectmen
Correspondence
August 23, 2016**

Incoming Correspondence:

15.02	7/11/16	Letter from Dept of Environmental Protection regarding Water Infrastructure Planning and Technical Assistance Grant
15.03	8/05/16	Booklet from U.S. Federal Energy Regulatory Commission regarding Dissolved Oxygen Study Plan for Pepperell Hydro Co., Inc.
15.04	8/09/16	MassDOT Bridge Inspection Report – Pleasant Street
15.05	8/11/16	Letter from Westford Housing Authority to Tomi Nicholas re Sale of Property at 9 Gatecrest Road
15.06	8/16/16	Citizens Activity Form submitted by Patricia Reppucci for TREAD Committee
15.07	8/16/16	Letter to Board of Selectmen from resident Maureen George re 66-68 Boston Road
15.08	8/17/16	Invitation to Ribbon Cutting Ceremony at Nashoba Valley Technical High School
15.09	8/18/16	Letter from Nashoba Valley Technical School District seeking community projects for the 2016-2017 school year.

*If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact
Greg Johnson 978-692-5501 extension 1 or email at gregjohnson@westfordma.gov.*