



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, November 15, 2016

7:00PM

Town Hall, Meeting Room, 55 Main Street

1. 7:00PM **Executive Session**
To consider the purchase of a Conservation Restriction on 41-43 Lowell Road as an open meeting may have a detrimental effect on the negotiating position of the town
2. 7:30PM **Call to Order**
3. 7:31PM **Pledge of Allegiance**
4. 7:32PM **Open Forum/FAQ/Announcements**
 1. Recognize Sandra Habe for her 18 years of service to the town with the Parks, Grounds, Recreation and Cemetery Departments
 2. Announce Logan Data, Inc., 2 Lan Drive as recipient of the Greater Lowell Chamber of Commerce 2016 Stephen Jones Community Champion Award
5. 7:35PM **Public Hearing: Classification of Taxable Property for Fiscal Year 2017**
-Paul Plouffe, Principal Assessor
6. 7:45PM **Presentation of Fiscal Year 2018 Budget** *-Jodi Ross, Town Manager*
7. 8:00PM **Public Hearing: Verizon petition for the relocation of pole P43 / 89 Main Street**
-Everett Bryan, engineer, Verizon
8. 8:05PM **Followup of Recreation Commission Feasibility Study**
-Pat Savage, Recreation Director
9. 8:15PM **Request to place a “dead end” street sign on Hill Street**
-Karishma P. Kotak, 11 Hill Street
10. 8:20PM **Request to review and approve the Westford Housing Production Plan 2017-2021**
-Jay Donovan, Asst. Dir., Northern Middlesex Council of Governments
-Chris Kluchman, Dir. of Land Use Management
11. 8:35PM **Review and approve draft letter to the Massachusetts Housing Finance Agency (MassHousing) in review of a proposed Chapter 40B development on 4 Powers Road known as “Sugar Maple Lane”**

12. 8:45PM **Request to support the dedication of Concord Road as the Colonel John Robinson Memorial Highway** -David Christiana

13. 8:50PM **Old/New Business**

1. Discuss 2017 Board of Selectmen/Town Manager Goals
2. Consider Selectman liaison to Community Preservation Committee
3. Notification of KENO license application by Seoul Kitchen, 142 Littleton Road
4. Review the Open Meeting Law complaint filed by Jennifer Davis and discuss and approve responses to complaints, and any other similar complaints that may be received subsequent to posting of this agenda
5. Request from the Dog Park Task Force to appoint Joshua Manuel and Deborah Rorke as full members with terms to expire June 30, 2018

14. 9:05PM **Consent Agenda- Request to approve the following**
Banner Request

Event: Toys for Tots / Sun Santa Annual Event, December 1, 2016
Organization: State Rep. James Arciero
Banner Location: J.V. Fletcher Library
Banner Dates: November 24 to December 2, 2016

Town Common Request

Event: Christmas Nativity Scene
Applicant: Linda Day Sylvester, 99 Jimney Drive
Dates: November 26, 2016 to December 31, 2016

15. 9:10PM **Minutes for Approval**

Not For Release

September 13, 2016- Executive Session

16. 9:15PM **Board Reports/Updates**

17. 9:20PM **Town Manager's Report**

1. Report on the request for proposals (RFP) for the disposition by sale of 35 Town Farm Road -Eric Heideman, Assistant Town Manager
2. Request from Nashoba Valley Chamber of Commerce for the town of Westford's top 5 double poles priority for National Grid and Verizon
3. Discuss follow-up steps for Pan Am Railways train derailment
4. Request to approve the following contracts:
 - a. Top Shelf Painting at \$70/hour, Longo Landscape Contractors LLC at \$82/hour and NewQuality Fence Corp. at \$80-85/hour for snow plowing and snow removal -Richard Barrett, Highway Superintendent
 - b. MDM Transportation Consultants, Inc. for traffic monitoring services for the Commerce Way driveway serving 540 Groton Road (Newport Materials) in the amount not to exceed \$9,500

-Chris Kluchman, Director of Land Use Management

18. 9:30PM **Correspondence**

19. 9:35PM **Adjournment**

**Board of Selectmen
Correspondence
November 15, 2016**

Outgoing Correspondence:

18.01 11/10/16 Letter to Massachusetts Department of Transportation supporting the Beaver Brook Bridge project as a Transportation Improvement Plan project

Incoming Correspondence:

18.02 10/03/16 Letter from Paul Plouffe, Principal Assessor, regarding the Board of Assessors and the “Drew Farms” Agricultural Preservation Restrictions

18.03 10/11/16 Letter from Paul Plouffe, Principal Assessor, to Kathleen Colleary, Department of Revenue, requesting legal opinion for determining values of Agricultural Preservation Restrictions

18.04 10/31/16 Letter to Land Court regarding Conway v. Planning Board by Jonathan Silverstein, KP Law PC

18.05 10/31/16 Notice from town of Acton regarding Independence Day activities

18.06 10/31/16 Notice from Cumberland Farms for move of corporate headquarters to Westborough, MA

18.07 11/07/16 Motion to Vacate Judgement regarding Newport Materials v. Planning Board by Jonathan Silverstein, KP Law PC

18.08 11/07/16 Friends of the Bruce Freeman Rail Trail Fall 2016 Newsletter

18.09 11/07/16 Notice of Taking by Massachusetts Department of Transportation Highway Division for 60 Littleton Road

18.10 11/07/16 Notice of affordable housing lottery at Paddock Estates, Boxborough, MA from Abbey Green, SEP LLC

18.11 11/07/16 Letter from Angela F.F. Davis, Executive Office of Public Safety and Security, stating the town was not selected for 2016 Commonwealth Security Trust Fund Grant Program funding

18.12 11/07/16 “The Beacon” publication November 2016 of the Massachusetts Municipal Association

18.13 11/07/16 Westford Council on Aging Newsletter November 2016

18.14 11/07/16 Economic Development Plan 2015 by the Executive Office of Housing and Economic Development

18.15 11/09/16 Notice from Sarah Ambrogi of Ambrogi Law Office PLLC of intention to sell Unit 25-3 Village at Stone Ridge, 11 Sandstone Road

*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 to gregjohnson@westfordma.gov.*