

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF WESTFORD
WARRANT**

Middlesex, ss.

To the Constable of the Town of Westford, in said County,

GREETINGS:

You are required in the name of the Commonwealth aforesaid, to notify and warn all inhabitants of said Town qualified to vote in elections, and also in Town affairs, to meet at the Abbot School Gymnasium at Depot Street on the following date:

Saturday, March 24, 2012

(voter registration deadline, Friday, March 2, 2012 at 8:00pm)

at 10:00 o'clock in the morning, then and there to act upon the following articles:

REPORTS

ARTICLE 1:	Acceptance of Town Reports	<i>Town Manager</i>
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To accept the Reports of Town Officers, Boards and Committees for the Fiscal Year 2011;

Or act in relation thereto.

FINANCIAL - FISCAL YEAR 2012

ARTICLE 2:	Fiscal Year 2012 Supplemental Appropriations	<i>Town Manager</i>
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To see if the Town will vote to appropriate various sums in order to supplement operating budgets for the Fiscal Year ending June 30, 2012;

Or act in relation thereto.

ARTICLE 3:	Fiscal Year 2012 Budget Transfers	<i>Town Manager</i>
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To see if the Town will vote to transfer various sums between and among various accounts for the Fiscal Year ending June 30, 2012;

Or act in relation thereto.

ARTICLE 4:	Unpaid Bills from Previous Fiscal Year(s)	<i>Town Manager</i>
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To see if the Town will vote to appropriate a sum of money to pay for unpaid bills of prior fiscal years for various Town departments in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 64;

Or act in relation thereto.

ARTICLE 5: Authorization to Accept Settlements*Board of Selectmen*

To see if the Town will vote to authorize the Board of Selectmen to settle the Town's claims upon such terms and conditions as the Board deems in the best interests of the Town, or take any other action relative thereto;

Or act in relation thereto.

ARTICLE 6: Perchlorate Stabilization Fund and Perchlorate Expenses*Board of Selectmen*

To see if the Town will vote to appropriate by taxation, by transfer from available funds, by borrowing, or any combination thereof, \$250,000 (TWO HUNDRED FIFTY THOUSAND DOLLARS) to the Perchlorate Stabilization Fund for the specific purpose of providing available funds for future perchlorate contamination remediation and any other related costs;

And further;

To see if the Town will vote to appropriate the sum of \$200,000 (TWO HUNDRED THOUSAND DOLLARS) from the perchlorate stabilization account, for the purpose of providing funds to address associated issues regarding perchlorate contamination;

Or act in relation thereto.

ARTICLE 7: Capital Appropriations for Fiscal Year 2012*Capital Planning Committee*

To see if the Town will appropriate by taxation, by transfer from available funds, by borrowing, or any combination thereof, the sum of \$145,364 (ONE HUNDRED FORTY FIVE THOUSAND THREE HUNDRED SIXTY FOUR DOLLARS) to provide for the following capital requests:

<i>DEPARTMENT</i>	<i>AMOUNT</i>	<i>PURPOSE</i>
Water Department	\$85,364	Purchase of dump truck and any other related costs
Water Department	\$30,000	Replace supervisory control and data acquisition (SCADA) system software and any other related costs
Water Department	\$30,000	On-line turbidity monitoring equipment and any other related costs

Or act in relation thereto.

ARTICLE 8: Testing, Repairing, and Replacement of Large Capacity Water Meters*Board of Water Commissioners*

To see if the Town will transfer a sum of \$180,990.56 (ONE HUNDRED EIGHTY THOUSAND NINE HUNDRED NINETY DOLLARS AND FIFTY SIX CENTS) from the following accounts:

Upgrade Water Main Byrne Ave – Article 12, 2008 ATM	173,591.05
Stepinski Land – Article 29, 2008 ATM	584.62
Country Road Well – Article 6, 2009 STM	6,814.89

to provide for the testing, repairing, and replacement of large water meters and any other related costs;

Or act in relation thereto.

COMMUNITY PRESERVATION FUNDS

ARTICLE 9: Community Preservation Committee Recommendations *Community Preservation Committee*

To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2012 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money not exceeding 5% of the FY2012 estimated annual revenues to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2012; and further to reserve for future appropriation a sum of money from the Community Preservation Fund for open space, historic resources, and community housing purposes; and further to appropriate from the Community Preservation Fund or borrow pursuant to Massachusetts General Laws Chapter 44B, Section 11, or any other enabling authority, a sum or sums of money for Community Preservation projects or purposes, including acquisition of interests in land, all as recommended by the Community Preservation Committee;

Or act in relation thereto.

FINANCIAL-FISCAL YEAR 2013

ARTICLE 10: Fiscal Year 2013 Operating Budget *Town Manager*

To see if the Town will vote to appropriate a sum of money by taxation, by transfer from available funds, by borrowing, or any combination thereof, for the operation and maintenance of Town Departments for the Fiscal Year July 1, 2012 through June 30, 2013, and that such sums be expended for such purposes under the direction of the respective Town Officers, Boards and Committees;

Or act in relation thereto.

ARTICLE 11: Property Tax Exemption Increase by 100% for the Blind, Elderly and for Disabled Veterans *Board of Assessors*

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 73, Section 4 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, by providing for additional property exemptions for qualified residents who may be blind, elderly, surviving spouses or minors, or who are disabled veterans, and to continue the present percentage increase of 100%;

Or act in relation thereto.

ARTICLE 12: Revolving Funds *Town Manager*

To see if the Town will vote to authorize revolving funds for the Fiscal Year July 1, 2012 - June 30, 2013, under the provisions of Massachusetts General Laws Chapter 44, Section 53E 1/2 for the following:

Revolving Account	Spending Authority	Revenue Source	Allowed Expenses	Expenditure Limits	Year End Balance
Lease of Town Buildings: 65 & 73 Main St 170 Plain Rd	Board of Selectmen	Lease payment and other revenues from leased properties	Costs associated with maintenance, repairs and improvements to the leased properties	\$550,000	Available for expenditure next year

Recycling Revolving	Recycling Commission	Sale of bins	Purchase of recycling supplies	\$20,000	Available for expenditure next year
Recreation Field Maintenance	Recreation Commission	Field user fees/permits	Field maintenance, hiring of necessary personnel and consulting services	\$150,000	Available for expenditure next year
Senior Center Fitness Room	Council on Aging	Fees and gifts received for the Fitness Room	Fitness room maintenance supplies, equipment warranties, training, monitoring and purchase of replacement fitness equipment	\$75,000	Available for expenditure next year
School Parking	School Department	Parking fees	Maintenance and expansion of parking facilities	\$30,000	Available for expenditure next year
School Bus/Transportation	School Department	User bus fees	Student transportation costs	\$564,747	Available for expenditure next year
East Boston Camps Maintenance	Conservation Commission	Revenue received for the lease, rental or licensing of camp facilities and donations received for the support of the East Boston Camps property	Costs associated for the operation and maintenance of the East Boston Camps property	\$50,000	Available for expenditure next year

Or act in relation thereto.

ARTICLE 13:	Highway Department Chapter 90 Funds	<i>Town Manager</i>
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To see if the Town will vote to appropriate a sum of money from the proceeds due to the Town under the provisions of Massachusetts General Laws Chapter 90;

Or act in relation thereto.

ARTICLE 14:	Bruce Freeman Rail Trail Parking	<i>Board of Selectmen</i>
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To see if the Town will vote to appropriate a sum of \$5,000 (FIVE THOUSAND DOLLARS) by taxation, by transfer from available funds, by borrowing, or any combination thereof, for surveying and other technical work to develop parking in the Town of Westford for the Bruce Freeman Rail Trail;

Or act in relation thereto.

ARTICLE 15:	Bruce Freeman Rail Trail Parking	<i>Citizen Petition</i>
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To see if the Town will vote to appropriate \$5,000 (FIVE THOUSAND DOLLARS) for surveying and/or any other technical work to help develop parking in the Town of Westford for the Bruce Freeman Rail Trail;

Or act in relation thereto.

ARTICLE 16:	Transfer Custody of Parcel 86 Map 7 (Acton Road Parcel) From Tax Possession Sale Committee to the Parks and Recreation Commission	<i>Parks and Recreation Commission</i>
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To see if the Town will vote to transfer the care, custody, control and management of a parcel of land located along Acton Road identified as Parcel 86 on Westford Assessors' Map 7, from the Tax Possession Sale Committee, presently held for the purpose of tax title sale, to the Parks and Recreation Commission for purposes set forth under Massachusetts General Law Chapter 45;

Or act in relation thereto.

ARTICLE 17:	Transfer Custody of Parcel 86 Map 7 (Acton Road Parcel) From Tax Possession Sale Committee to the Parks and Recreation Commission	<i>Citizen Petition</i>
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To see if the Town will vote to transfer the care, custody, control and management of a parcel of land located along Acton Road identified as Parcel 86 on Westford Assessors' map 7, from the Tax Possession Sale Committee presently held for the purpose of tax title sale to the Parks and recreation Commission to be held for recreation purposes;

Or act in relation thereto.

ARTICLE 18:	Cease All Planning or Development of Public Parking Areas in Residential Zoned Parts of The Town Within 1.0 Mile of the Bruce Freeman Rail Trail	<i>Citizen Petition</i>
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To see if the Town will vote to cease all planning or development of public parking areas in residential zoned parts of the town within 1.0 mile of the Bruce Freeman Rail Trail until a documented need is established and safety issues are adequately addressed. A documented need will include, but not limited to; numerical data on the number of Westford residents versus out-of-town residents projected to use the parking area; a detailed cost versus benefit analysis that shows monetary and other benefit to the citizens of Westford; and inclusion of the considered public parking areas in the final and fully accepted Phase 2A BFRT Development Plan. Safety issues that need to be addressed and satisfied include, but are not limited to: pedestrian, bicycle and vehicular traffic; crime (both opportunistic and contemplated), and collection and disposal of trash within the parking area;

Or act in relation thereto.

CAPITAL APPROPRIATIONS

ARTICLE 19:	Capital Appropriations for Fiscal Year 2013	<i>Capital Planning Committee</i>
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To see if the Town will appropriate by taxation, by transfer from available funds, by borrowing, or any combination thereof, the sum of \$1,313,500 (ONE MILLION THREE HUNDRED THIRTEEN THOUSAND FIVE HUNDRED DOLLARS) to provide for the following capital requests:

<i>DEPARTMENT</i>	<i>AMOUNT</i>	<i>PURPOSE</i>
Town Manager	\$35,000	Town computer network server enclosure improvements in the IT facility and any other related costs
Town Manager	\$38,000	Police station HVAC efficiency upgrade and any other related costs

Technology	\$200,000	Infrastructure and computer plan project and any other related costs
Technology	\$85,472	Phone system upgrade and any other related costs
Police	\$110,000	Three police cruisers and any other related costs
Police	\$20,000	Four truck scales and any other related costs
Fire	\$69,000	Rehab Engine #3 and any other related costs
Ambulance Enterprise	\$225,000	Replace Ambulance #11 and any other related costs
School	\$90,000	Abbot School boiler replacement and any other related costs
School	\$71,500	Point of sale system for food service and any other related costs
School	\$50,000	Architectural design study for Day School and Robinson School windows and any other related costs
School	\$38,000	One-ton truck and any other related costs
Highway	\$90,000	Two one-ton trucks and any other related costs
Library	\$20,000	Town match for \$40,000 state planning and design grant and other related costs
Capital Stabilization Fund	\$171,528	Appropriation to the Capital Stabilization Fund

Or act in relation thereto.

ARTICLE 20:	Westford Academy Bleachers	<i>Citizen Petition</i>
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To see if the Town will vote to appropriate the sum of \$475,000 (FOUR HUNDRED SEVENTY FIVE THOUSAND DOLLARS) to be raised by taxation, transfer from available funds, by borrowing, or any combination thereof for the installation of new bleachers at the Westford Academy's Trustee Field at Alumni Stadium including costs incidental and related thereto;

Or act in relation thereto.

ARTICLE 21:	Water Distribution System Improvements – Route 110 Water Main Replacement – Boston Road to Nixon Road and Nixon Road to Saint Mary's Drive	<i>Board of Water Commissioners</i>
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To see if the Town will appropriate the sum of \$550,000 (FIVE HUNDRED FIFTY THOUSAND DOLLARS) to be expended at the direction of the Water Commissioners, for the purpose of making water system improvements on Route 110 from Boston Road to Nixon Road, including all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44 Section 7 or 8 of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor;

And further;

To see if the Town will appropriate the sum of \$750,000 (SEVEN HUNDRED FIFTY THOUSAND DOLLARS) to be expended at the direction of the Water Commissioners, for the purpose of making water system improvements on Route 110 from Nixon Road to Saint Mary's Drive, including all costs incidental and related thereto, and that to meet this appropriation, the Town Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44 Section 7 or 8 of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor;

Or act in relation thereto.

ADMINISTRATIVE

ARTICLE 22:	Approve The Amendment to Admit The Town of Ayer to The Nashoba Valley Technical School District	<i>Board of Selectmen</i>
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To see if the town will vote to accept the proposal of the Regional District School Committee passed on October 11, 2011 to amend the agreement establishing the Nashoba Valley Technical School District as amended (a) by providing for the admission to the district of the Town of Ayer as a vote to accept the agreement as amended; (b) by providing that members of the Committee shall be appointed by an appointing committee in each in each town consisting of the moderator, selectmen and local school committee members; (c) by providing that membership on the committee shall be as follows: Chelmsford - 3 members, Groton - 1 member, Littleton - 1 member, Westford - 2 members, Pepperell - 3 members, Shirley - 1 members, Townsend - 2 member, Ayer - 1 member (if Ayer joins the district); (d) by providing that each member town will have an alternate member to the committee who can serve in the absence or disability of a member from the town involved; (e) by providing that the admission of a new town or towns to the District shall result in the reapportionment accordingly of capital costs of the District represented by bonds or notes of the District then outstanding and of interest thereon; (f) by providing that the capital costs of any subsequent capital improvements of the district shall be apportioned among all the member towns on the basis of their respective pupil enrollments in the district school; (g) by providing that in each case where the apportionment of capital costs is to be based on pupil enrollments in the district school, each member town shall be deemed to have an enrollment of at least five pupils; (h) by conforming the dates on which payments to the district by the member towns are due to a July 1 - June 30 fiscal year; and (i) by making technical changes incidental to the foregoing amendments. (Such amendment will not become effective until the amendment is accepted by two-thirds of the member towns, approved by the Town of Ayer and upon the authorization of the Commissioner of Elementary and Secondary Education). Copies of the agreement as amended and proposed to be amended, as described in this Article, are available at the office of the town clerk.

Or act in relation thereto.

ARTICLE 23:	Change Permitted Parking Along Connell Drive and Main Street	<i>Citizen Petition</i>
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To see if the Town will vote to allow for continuous parking along the inner island of Connell Drive and remove the "15 Minute Parking" signs in front of the JV Fletcher Library and remove the "15 Minute Town Hall" parking signs across the street from Town Hall;

Or act in relation thereto.

ARTICLE 24: Authority For Board of Selectmen to Accept Easements *Board of Selectmen*

To see if the Town will vote to authorize the Board of Selectmen, during Fiscal Year 2013, to accept any and all easements for sidewalk, drainage, or other utility purposes, as they may deem in the Town's best interests;

Or act in relation thereto

ARTICLE 25: Establish a "Drop" Box Policy *Citizen Petition*

Town meeting directs the Board of Selectmen and other appropriate committees to establish a policy or bylaw governing the placement and maintenance of outdoor "drop" boxes in areas of public access for the purpose of maintaining safe and clean sidewalks and streets. "Drop" box shall mean any box, container or device that is placed in an area of public access on a temporary or permanent basis, including devices designed to collect, distribute or sell any item. "Drop" boxes should be properly maintained in a clean, neat, and attractive condition and in good repair at all times. Consideration shall be given to the potential visual impact on a historic district taking into account the proposed location of the "Drop" box, the exterior design, color and signage on the "drop" box;

Or act in relation thereto.

ARTICLE 26: Naming of Westford Academy Main Gymnasium Basketball Court in Recognition of Ed Scollan *School Committee*

To see if the Town will vote to name the basketball court within the main gymnasium at Westford Academy the "Edward J. Scollan Basketball Court" in recognition of his outstanding dedication to the student-athletes at Westford Academy over his 36 year career;

Or act in relation thereto.

ARTICLE 27: Naming of Blanchard Middle School Auditorium in Memory of Katie Enos *School Committee*

To see if the Town will vote to name the auditorium at the Blanchard Middle School the "Katie Enos Auditorium" in memory of a talented and extremely generous young woman who in her short life of fourteen years was able to make a significant impact on her peers and with her organ donation was able to positively impact several other lives;

Or act in relation thereto.

ARTICLE 28: Request to Appoint Ad Hoc Committee to Rename Stepinski and East Boston Camps Parcels *Citizen Petition*

To see if the Town will vote to direct the Board of Selectmen to appoint an ad hoc committee charged with renaming the town owned parcels of land and camps now know as Stepinski/East Boston Camps with a new name which reflects the Town of Westford's ownership of this property. It is envisioned that this process would involve a town-wide survey and/or contest that could also raise the public awareness and support of this property;

Or act in relation thereto.

GENERAL BYLAW AMENDMENTS

ARTICLE 29:	Amendments to Chapter 33: Legal Affairs	<i>Board of Selectmen</i>
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To see if the Town will vote to amend Section 33.2 of the Town's General Bylaws, titled "Authority to settle certain claims", by deleting the words "subject to approval of the Town" in the first sentence and by deleting the second sentence in its entirety, such that the section will read "The Selectmen may settle or compromise any claim, action, suit or other proceeding made or instituted by them on behalf of the Town. Subject to appropriation therefor, they may settle any claim, action, suit or other proceeding against the Town";

Or act in relation thereto.

ARTICLE 30:	Amendments to Chapter 90: Earth Removal Bylaw	<i>Planning Board</i>
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To see if the Town will vote to amend Section 90.2 of the General Bylaws (Earth Removal—Exemptions), to add a new paragraph G as follows;

- G. No permit shall be required for the removal of not more than 100 cubic yards of earth material from a parcel of land, where the material to be removed is displaced due to the construction of a residential structure and/or the installation of any driveways, roadways, retaining walls and utilities to serve such structure;

Or act in relation thereto.

ZONING BYLAW AMENDMENTS

ARTICLE 31:	Amendments to Appendix C, Table of Dimensional & Density Regulations; Upland Requirement For Residential Lots	<i>Planning Board</i>
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To see if the Town will amend Chapter 173 Appendix C, Table of Dimensional & Density Regulations of the Westford Zoning Bylaw: (Note: added words are shown in **bold and underlined**, deleted words are shown in ~~strikethrough~~. Only subsections that have proposed changes are included below):

Notes for Table of Dimensional and Density Regulations

3. For new residential lots, at least seventy-five (75) percent of the required minimum lot area shall be dry land; that is not **wetlands as defined herein and is not** in the Floodplain **Overlay District as Zone**, whose boundaries are described in Sec. 173-14. B. and 173-16.B **Section 8.2**;

Or act in relation thereto.

ARTICLE 32:	Amend Chapter 173, the Westford Zoning Bylaw, Definitions	<i>Planning Board</i>
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To see if the Town will amend Chapter 173, the Westford Zoning Bylaw, Definitions as follows: (Note: deleted words are shown in ~~strikethrough~~. Only subsections that have proposed changes are included below):

~~Wetlands: Bogs, swamps, sometimes temporary or intermittent, characterized by muck or by the existence of plant communities which require the presence of water at or near ground surface for a major portion of the year, all as set forth in G.L. c. 131, s. 40, as may be amended.~~

Wetlands: Land subject to the provisions of G.L. c. 131, ss. 40 and 40A. and subject to the Westford Non-Zoning Wetlands Bylaw;

Or act in relation thereto.

ARTICLE 33:	Amend Chapter 173 to Change "Building Inspector" to "Building Commissioner"	<i>Planning Board</i>
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To see if the Town will amend Chapter 173, the Westford Zoning Bylaw, to replace the term "Building Inspector" with the term "Building Commissioner" in every location that it appears in the Bylaw, listed as follows:

Table of Contents for Section 9.1.1; Sections 2.2.2.4; 3.6.5; 3.6.6; 5.1.4 (appears twice); 5.2.6.3; 6.3.3.4; 6.3.3.5; 7.1.8.2.d; 8.1.8.2; 8.2.2; 8.2.6.1; 8.5.7; 9.1.1 (appears three times); 9.1.3; 9.4.3.2; and Definitions: Certificate of Use and Occupancy.

Or act in relation thereto.

ARTICLE 34:	Amendments to Section 9.3, 9.4, and 10.2	<i>Citizen Petition</i>
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To see if the Town will amend Zoning Bylaw as follows:

Modify Section 9.3 Special Permit as follows:

FIRST, add a new section 9.3.9 entitled "Modification to Special Permit Site Plans" as follows:

9.3.9 Modification to Special Permit Site Plans. Proposed revisions, amendments or modifications to a Site Plan which has been approved by, or in conjunction with, the grant of a special permit may be approved by the Planning Board in accordance with the procedures set forth in Section 9.4.12 without having to amend the special permit provided that the proposed amended site plan does not: (1) increase the amount of impervious area; (2) increase the overall approved square footage of land or structures; (3) reduce the overall approved percentage of open space; (4) alter the boundaries of the land area shown on the site plan; or (4) constitute a change in use as defined in Section 9.4.1.3.

Modify Section 9.3A Special Permit Performance Standards for Major Commercial Projects and Major Retail Projects as follows:

FIRST, add a new section 9.3A.9 entitled "Modification to Special Permit Approval for a Major Commercial Project and Major Retail Projects" as follows:

9.3A.9 Modification to Special Permit Approval for a Major Commercial Project and Major Retail Projects. Proposed revisions, amendments or modifications to a site plan which has been approved by, or in conjunction with, the grant of a special permit may be approved by the Planning Board in accordance with the procedures set forth in Section 9.4.12 without having to amend the special permit provided that the proposed amended site plan does not: (1) increase the amount of impervious area; (2) increase the overall approved square footage of land or structures; (3) reduce the overall approved percentage

of open space; (4) alter the boundaries of the land area shown on the site plan; or (4) constitute a change in use as defined in Section 9.4.1.3.

Modify Section 9.4 Site Plan Review as follows:

FIRST, modify Section 9.4.1 to include a new subsection as follows:

"3. Change in use means in a change in part or all of a lot, building or building(s), previously existing or shown on an approved Site Plan from one use category to another. However, within a mixed use or multi-use building or group of buildings on an approved site plan, a change, interior modification or rearrangement of existing or approved uses within such building(s) that do not result in an increase of required parking or loading spaces shall not constitute a change in use."

SECOND, add a new section 9.4.12 entitled "Modification of Approved Site Plans" as follows:

9.4.12 Modification of Approved Site Plans. Proposed changes or modifications to approved Site Plans shall be processed for review and approval pursuant to the following procedures:

- a. **Minor Change Review.** An applicant may apply for approval of one or more minor changes to an approved site plan as set forth herein. The scope of permissible Minor Changes shall include, but not be limited to, relocation of utilities, minor alterations of building orientation, minor adjustments in parking, landscaping or other site features or details. Minor Changes shall not include any increase in the overall amount of approved square footage of approved structures, reduction of total percentage of open space on a lot, nor removal or reduction in width of an internal ways intended for vehicular circulation, or reduction in the required number of parking or loading spaces.

The applicant shall submit request for Minor Change Review to the Town Planner, in writing, together with redlined plans illustrating the proposed Minor Change, a calculation of overall open space for the site before and after the change (if applicable) and a brief narrative describing the proposed Minor Change. Within 30 days after receipt of a Minor Change request, the Town Planner shall make a written decision on the Minor Change request. Such decision shall approve the request as submitted, approve the request subject to reasonable conditions, or determine that the request exceeds the scope of Minor Change Review and requires approval by the Planning Board under subsection (b) or (c) below.

If the Town Planner determines that the proposed Minor Change exceeds the scope of Minor Change Review requiring approval by the Planning Board, the Town Planner shall refer the request to the Planning Board and schedule Planning Board action on the request at a regularly scheduled Planning Board meeting not more than 45 days from receipt of the Minor Change Request.

- b. **Administrative Change Review.** An applicant may submit a request for Administrative Change Review of one or more proposed modifications of an approved Site Plan, either by written request submitted directly to the Planning Board or upon referral to the Board by the Town Planner pursuant to Minor Change Review. The Board may approve proposed changes to approved site plans pursuant to

Administrative Change Review provided that the Board determines that the revised plans do not (a) increase the total square feet of approved structures shown on the approved plan; (b) decrease the amount of open space shown on the approved plan; or, (c) constitute a change in use as defined in Section 9.4.1.3.

Application for Administrative Change Review shall be submitted in writing, together with redlined plans illustrating the proposed Minor Change, a calculation of overall open space for the site before and after the change (if applicable) and a brief narrative describing the proposed modifications of structures, uses and other site features. The Planning Board shall take action on the request at a public meeting within 45 days after receipt of a request for Administrative Change Review. The Board shall approve the request as submitted, approve the request subject to reasonable conditions or modifications, or determine that the request exceeds the scope of Administrative Change Review and requires Site Plan Modification. The Planning Board shall issue a written decision within 15 days after the Board action.

- c. Site Plan Modification. In all other cases, changes or modifications to approved Site Plans shall be approved in accordance with procedures applicable to Site Plan Approval provided in Section 9.4.

Modify Section 10.2 "General Definitions" in the definition of "Major Commercial Project", amend the first sentence by adding after 'characteristics' the following language:", and is for a use allowed in the district in which it will be located"; and furthermore, by deleting subparagraph (d) in its entirety.

Or act in relation thereto.

STREET ACCEPTANCES

ARTICLE 35:	Accept Rush Road, Randolph Circle, and Hutchins Way as Public Ways	<i>Board of Selectmen</i>
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To see if the Town will vote to accept the layout of RUSH ROAD as Town public way pursuant to Massachusetts General Laws Chapter 82;

And Further;

To see if the Town will vote to accept the layout of RANDOLPH CIRCLE as Town public way pursuant to Massachusetts General Laws Chapter 82;

And Further;

To see if the Town will vote to accept the layout of HUTCHINS WAY as Town public way pursuant to Massachusetts General Laws Chapter 82;

Or act in relation thereto.

CARE AND CUSTODY OF TOWN LAND

ARTICLE 36:	Transfer Custody of Town Properties From Board of Selectmen to The Board of Water Commissioners	<i>Water Commissioners</i>
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To see if the Town will vote pursuant to the provisions of Massachusetts General Laws Chapter 40, Section 15A to transfer the care, custody, management and control of the following properties, including all works, buildings and other structures located, erected or constructed thereon, from the Board of Selectmen for the purposes for which the properties are now held, to the Board of Water Commissioners for water supply system purposes as set forth in Massachusetts General Laws Chapter 40, Section 39B:

DEPOT STREET WELL SITE

Map/Parcel: 065 0002 0000
Street Address: Depot Street
Title Reference: MNRD Book 1693, Pages 24, 554, and 555

Map/Parcel: 065 0003 0000
Street Address: Depot Street
Title Reference: MNRD Book 1693, Page 24

NUTTING ROAD SITE

Map/Parcel: 068 0001 0000
Street Address: 17 and 19 Nutting Road
Title Reference: MNRD Book 1546, Page 42

COUNTRY ROAD #2 SITE

Map/Parcel: 020 0034 0000
Street Address: 15 Country Road
Title Reference: MNRD Book 1678, Pages 590, 591, 592, and 593

Map/Parcel: 020 0090 0000
Street Address: 14 Country Road
Title Reference: MNRD Book 1614, Page 193

Map/Parcel: 020 0018 0002
Street Address: Country Road
Title Reference: MNRD Book 5446 Page 40
MNRD Book 5103 Page 119;

Or act in relation thereto.

ARTICLE 37:	Accept Donation of Land Located at 275 Groton Road For General Municipal Purposes	<i>Board of Selectmen</i>
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To see if the Town will vote to accept the parcel land located at 275 Groton Road identified as Parcel 112.1 on Westford Assessors' Map 41 for general municipal use;

Or act in relation thereto.

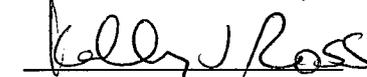
And you, Constable, are directed to serve this warrant by posting a true and attested copy thereof at the Town Hall, Library and at each Post Office in said Town of Westford at least fourteen (14) days prior to the time of holding said meeting.

THEREOF FAIL NOT and make return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of holding the meeting aforesaid.

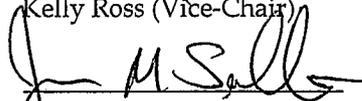
Given under our hands this 28th day of February in the Year of our Lord 2012.



Andrea Peraner-Sweet (Chair)



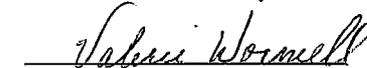
Kelly Ross (Vice-Chair)



Jim Sullivan (Clerk)



Robert Jefferies



Valerie Wormell

A TRUE COPY

ATTEST:

Constable of Westford

DATE:

I HEREBY CERTIFY THAT I HAVE SERVED THE FOREGOING WARRANT BY POSTING A TRUE AND ATTESTED COPY THEREOF AT THE TOWN HALL, LIBRARY AND AT EACH POST OFFICE IN THE SAID TOWN OF WESTFORD AT LEAST FOURTEEN DAYS PRIOR TO THE TIME OF HOLDING SAID MEETING.