



TOWN OF WESTFORD  
BOARD OF SELECTMEN

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

**ACTION TAKEN**

**MEETING AGENDA**

Tuesday, August 28, 2018

7:15PM

Town Hall, Meeting Room, 55 Main Street

**Selectman Peraner-Sweet was absent and Selectman Clay participated remotely**

1. 7:15 PM **Call to Order**
2. 7:15 PM **Executive Session**  
To discuss strategy with respect to litigation regarding the municipal electric aggregation program and proposed rate increase requested by Public Power, LLC, as discussion in open session may have a detrimental effect on the litigating position of the town
3. 7:30 PM **Return to Open Session**
4. 7:30 PM **Pledge of Allegiance**
5. 7:35 PM **Open Forum/FAQ/Announcements**
  1. Thank you to Terry Stader for 8+ years of service as Westford's Veterans Service Officer
  2. **Selectman Hazelton announced the success of the recent 4H Fair and the great leadership opportunities the event provides for our youth**
  3. **Selectman Hazelton highlighted the recent article in the Westford Eagle regarding our town's upcoming LED street lighting project and praised the collaboration between MIT Haystack Observatory staff and Assistant Town Manager, Eric Heideman**
  4. **Selectman Almeida reminded residents to vote in the primary election on September 4<sup>th</sup> with polls open from 7AM until 8PM**
  5. **Town Manager Ross announced the recent passing of Tyler Ricard. Tyler's father, Shawn Ricard, is a member of the Westford Fire Department. Many of our firefighters will be attending the funeral services on August 30<sup>th</sup>. As a result, Westford's fire stations will be manned by personnel from surrounding communities**
6. 7:40 PM **Public Hearing – Request to transfer a Chapter 138, Section 15 Wine and Malt Retail Package Store License at 103 Main Street from TNM Corporation, d.b.a. Main Street Convenience, to Keshav Partnership Group LLC, d.b.a. Main Street Convenience**  
**Continued to 9/11/18 at 7:40 PM**

*- Proposed Manager Bela Patel*
7. 7:45 PM **Request from employees of National Grid's gas division and members of**

**No action taken**

**United Steelworkers Locals 12003 and 12012 to issue a moratorium on gas work in Westford during lockout**

- James Pittman and Tom Devoss,  
Employees of NGRID and members of United Steelworkers

8. 7:55 PM

**Consider action on complaint regarding private sale of automobile at Westford Auto Sales, 341 Littleton Road**

**No action taken**

- Reginald "Buddy" Clair

9. 8:05 PM

**Permanent Town Building Committee to present analysis of school administrative office space needs, review parking study for New Center Building, request direction for continuing project**

- Tom Mahanna, Permanent Town Building Committee

**Approved 4-0 to authorize the Permanent Town Building Committee to proceed forward with the schematic design of the New Center Building.**

10. 8:20 PM

**Review draft warrant articles for October 15, 2018 Special Town Meeting**

11. 8:40 PM

**Old/New Business**

**Approved 4-0 as presented with task force appointments expiring 06/30/20**

**Approved 4-0 with the addition of Elaine McKena and Janet Macy**

**Approved 4-0**

1. Consider formation of town/school safety taskforce
2. Request to appoint Election Officers for terms to expire July 31, 2019
3. Request from the Economic Development Committee to appoint Dan Bush as an alternate member for a term to expire June 30, 2021

12. 9:00 PM

**Consent Agenda- Request to approve the following**

**Application for a Special License**

**Event:** Pig Roast  
**Location:** H.E. Fletcher Club  
**Date:** September 29, 2018  
**Time:** 12:00pm to 5:00pm

**Town Common and Bandstand Request**

**Event:** 9/11 Memorial Event  
**Location:** Town Common Bandstand  
**Date:** September 11, 2018  
**Time:** 8:30am to 10:30am

**Street/Road Closure Request**

**Event:** Neighborhood Block Party  
**Location:** 3 Hunt Rd to 23 Hunt Rd  
**Date:** September 8, 2018  
**Time:** 3:00pm to 8:00pm

**Approved 4-0 subject to public safety recommendations**

**Approved 4-0  
subject to  
public safety  
recommendations**

**Application for a Special License**

**Event:** Cancer Fundraiser

**Location:** Pavilion behind 11 Summer Village Rd

**Date:** August 31, 2018

**Time:** 6:00pm – 10:30pm

13. 9:05 PM

**Minutes for Approval**

**Approved 3-0-1  
EA Abstained**

**For Release**

- August 14, 2018 – Regular Session

14. 9:10 PM

**Board Reports/Updates**

- 1. Selectman Almeida announced openings on the Finance Committee and encouraged residents to fill out Citizen Activity Forms**

15. 9:15 PM

**Town Manager's Report**

**Approved 4-0 to  
award the 11/1/18 –  
10/31/19 contract to  
BCBS for health  
and dental and to  
provide employees  
with a one-month  
premium holiday  
for dental**

**Continued to  
9/25/18**

1. Request to award employee and retiree health insurance contract for 2018-2019 to Blue Cross Blue Shield (BCBS) and consider mitigation option for savings due to transfer of dental to BCBS
2. Consider whether to release a new RFP for the disposition of 12 North Main Street
3. Request approval of the following:

**A. Contracts:**

1. Mass DOT for the traffic control agreement and non-participating agreement for the safety improvement project on Route 40 and Dunstable Road
2. Request to approve amendment with Tighe & Bond for Stormwater Management 319 Grant in the amount of \$156,982
3. Meredith Beliska for on-call substance abuse counseling in the amount \$2,300

**B. Purchase Orders:**

1. East Coast Sealcoating for resurfacing work at the Captain Stephen Hamilton Field/Old Nabnasset School in the amount of \$12,350
2. CyberComm Inc., for supplying all equipment and materials for the installation and grounding of Antennas and Coaxial cables in the amount of \$18,220.42 for the new Boston Road Fire Station
3. Minuteman Trucks, Inc. for a blanket purchase order for fire truck repairs throughout FY19 in the amount of \$13,000

**Approved 4-0**

- 16. 9:20 PM **Correspondence**
- 17. 9:25 PM **Adjournment**

**Board of Selectmen  
Correspondence  
August 28, 2018**

**Outgoing Correspondence:**

C 01      8/14/18      Letter to Shannon Brandano, Esq. regarding 69 Broadway

**Incoming Correspondence:**

C 02      8/8/18      Verizon re: Cable Television Final License Granted to Verizon New  
England  
C 03      8/9/18      Middlesex County 4-H Fair invitation  
C 04      8/8/18      Abbot Roof PFA amendment  
C 05      8/14/18      Verizon Fios TV – LFA Notification – beIN Sports Channel  
C 06      8/17/18      KP Law – Nicole’s Way – Meadowbrook Estates  
C 07      8/23/18      Commonwealth of Massachusetts – Receipt of Small Scale Initiatives  
grant in the amount of \$1,250

*If any member of the public wishing to attend this meeting seeks special accommodations in  
accordance with the Americans with Disabilities Act, please contact  
978-692-5501 extension 1 or email [tmaa@westfordma.gov](mailto:tmaa@westfordma.gov).*