



TOWN OF WESTFORD  
BOARD OF SELECTMEN

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Phone (978) 392-5501 Fax (978) 399-2557

**Revised  
Action Taken**

MEETING AGENDA

Tuesday, April 9, 2019

7:00PM

Town Hall, Meeting Room, 55 Main Street

**Selectman Clay absent**

1. 7:00PM **Call to Order**
2. 7:01PM **Joint Executive Session with the Planning Board**
  1. **To discuss strategy regarding Priscilla Lane, if the Chair declares that an open session may have a detrimental effect on the litigating position of the town.**
  2. **To discuss strategy with respect to a possible appeal by the Planning Board of the decision of the Zoning Board of Appeals to grant a variance for the property located at 0 & 37 Carlisle Road, if the Chair declares that an open session may have a detrimental effect on the litigating position of the Planning Board.**

*Jeffrey Morrisette, Director of Land Use Management  
Jonathan Silverstein, Attorney, K-P Law*

3. 7:30PM **Pledge of Allegiance**
4. 7:31PM **Open Forum/FAQ/Announcements**
  - Recognition of Karen Cavanagh for her 15 plus years of service as a member of the Permanent Town Building Committee
  - Recognition and congratulations to Westford Academy Theater Arts' production of *The Wolves* which was named State Finals Winner at the Massachusetts Educational Theater Guild's State Final Round. Seven Westford Academy Students were named to the All Star Company!
  - Recognition and congratulations to Meena DeBenedictis, a Westford Academy senior, who was awarded the highest honor a member of Congress can bestow on a youth civilian, the Bronze Medal from the Congressional Award Foundation
  - **Selectmen Peraner-Sweet, on behalf of the Board of Selectmen, congratulated Town Manager Jodi Ross on becoming a grandmother**
  - **Dianne Wood announced that the LWV was sponsoring candidate's night Thursday, April 25, 2019 at the Roudenbush at 7:00pm**
  - **Town Engineer Paul Starratt provided a traffic advisory that a portion of Boston Rd, from Crown Rd to Lincoln St will be closed this Sunday, April 14<sup>th</sup> at 8:00am to run two new water services and should reopen later in the day**

5. 7:35PM **Request from Planning Board to execute the Declaration of Covenants and Restrictions between 540 Groton Road, LLC**

**Approved 4-0**

6. 7:40PM **Request to release the proposal security check in the amount of \$5,000 from Yule Development, LLC for the proposal to acquire the 12 North Main property, which was recently rejected**

**Approved 4-0**

7. 7:45PM **Request to accept and sign the deed from The DHD Adams Realty Trust, for the property off Lowell Road and Providence Road pursuant to the vote taken under Article 13 of March 24, 2018 Annual Town Meeting, and that the property will be managed and controlled by the Conservation Commission for open space, recreation and conservation purposes under the provisions of Mass General Law c. 40 (8C) and said vote is contingent upon the Conservation Commission accepting said Deed**

**Approved 4-0**

*Carol Gumbart, Conservation Resource Planner*

8. 7:50PM **Discuss Stormwater Management Funding Options**  
**Continued discussion to May 12<sup>th</sup> 14<sup>th</sup> to include attendance of Stormwater Consultant**

9. 8:45PM **Old/New Business**

1. Discussion on how to improve Town Meeting – *Susan Spuhler, Town Moderator*

**Continued discussion to April 23<sup>rd</sup>** → 2. Discuss Demolition Delay Bylaw procedures for 35 Town Farm Road

**Continued discussion to April 23<sup>rd</sup>** → 3. Update on 66-68 Boston Road regarding code or bylaw violations for farm stand and greenhouse, and consider taking any action regarding APR compliance

**Approved 4-0** → 4. Selectmen approve and sign May 7, 2019 Annual Town Election Warrant

**Approved 4-0** → 5. Request to appoint Michelle Smith to the Westford Scholarship and Grant Committee with a term to expire June 30, 2020

10. 9:15PM **Consent Agenda- Request to approve the following**  
**Application for Approval of a Special License**

1. Event: Fundraiser for Zachery Taylor Jr. – Hospital Bills  
Applicant: Zachery Taylor  
Date: April 27, 2019  
Time: 1:00PM to 6:00PM  
Location: Stony Brook Fish and Game

2. Event: A Specialty Celebration  
Applicant: Westford Veterinary Emergency & Referral Center – Sarah McCarthy  
Date: May 11, 2019  
Time: 11:00AM to 2:00PM  
Location: 5 Cornerstone Square

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

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- Town Common Request**  
3. Event: Memorial Day  
Applicant: Ryan Cobleigh – Veterans Agent  
Date: Sunday, May 26, 2019  
Time: 8:00AM to 2:00PM

- Banner Request**  
4. Event: Memorial Day  
Applicant: Ryan Cobleigh – Veterans Agent  
Dates: May 19, 2019 to May 29, 2019  
Location: J.V. Fletcher Library

11. 9:20PM

**Board Reports/Updates**

12. 9:25PM

**Town Manager's Report**

1. Request approval of the following:

**Approved 4-0**

- a. Contracts:  
i. Waste Management for a five-year contract for recycling collection, transportation, and disposal services beginning July 1, 2019 and expiring June 30, 2024  
b. Purchase Orders:  
i. Stryker Medical for supplying the equipment, materials and installation of the Power-LOAD Cot System in the amount of \$27,253.23  
ii. Patriot Properties for the Measure and List of 600 parcels in the amount of \$15,000

13. 9:30PM

**Correspondence**

14. 9:35PM

**Adjournment**

**Board of Selectmen  
Correspondence  
April 9, 2019**

**Outgoing Correspondence:**

OC 01            3/26/19            Letter to Yule Development

**Incoming Correspondence:**

IC 01            3/21/19            Stantec Landfill Gas Monitoring: 1<sup>st</sup> Quarter 2019  
IC 02            3/22/19            Amended Order and Notice of Chapter 11 Bankruptcy Case  
IC 03            3/25/19            MassDOT National Bridge Inspection Reports  
IC 04            3/25/19            MassDOT Small Bridge Inspection Report  
IC 05            3/25/19            Letter from Carlene Craib  
IC 06            3/29/19            Alan Engineering – 77 Endmoor Road  
IC 07            3/30/19            Xfinity – Acorn TV  
IC 08            3/31/19            Letter from Eli Demetri  
IC 09            4/1/19            MassDEP – Sustainable Materials Recovery Program Municipal Grant  
Application  
IC 10            4/4/19            Stantec Landfill Gas Monitoring: 1<sup>st</sup> Quarter 2019 Supplemental

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