



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 20, 2019

7:00PM

Town Hall, Meeting Room, 55 Main Street

**Selectman Peraner-Sweet and Selectman Hazelton absent**

1. 7:00PM **Call to Order**
2. 7:00PM **Pledge of Allegiance**
3. 7:02PM **Open Forum/FAQ/Announcements**
4. 7:05PM **Consent Agenda- Request to approve the following**

**Approved 3-0  
subject to public  
safety  
recommendations**

### **Road Closure Request:**

Event: United Methodist Church Picnic

Applicant: David Welsh

Location: Church Street

Date: Sunday, September 8, 2019

Time: 9:30AM – 12:00PM

5. 7:10PM **Old/New Business**

**Approved 3-0**

Request to accept gifts from South WM Owner LLC (Hanover Westford Valley) in the amount of \$134,344.50 for the purpose of supporting public improvements to the Route 110 Corridor consistent with the Amended Developer Agreement

6. 7:15PM **Public Hearing – as required by M.G.L. c. 87 §3, Public Shade Tree Law in response to the National Grid Tree Cutting Plan**

**Approved 3-0 National  
Grid's tree cutting plan  
of town owned trees on  
the roads listed on the  
agenda**

Request from National Grid to remove or prune public shade trees in accordance with M.G.L. c. 87 §3, Public Shade Tree Law. The roads with town trees impacted would include Concord Road, Abbot Street, Pine Street, Town Farm Road, North Main Street, Country Road, Beaver Brook Road, Pleasant Street, East Prescott Street, and Palermo Street

*- Richard Barrett, Tree Warden*

7. 8:45PM **Minutes for Approval**

**Approved 3-0**

**For Release**

- July 23, 2019

8. 8:50PM **Board Reports/Updates**  
**Selectman Clay announced that the Town and School Safety Task Force had a great meeting today and is bringing forth a capital request for emergency communication equipment to the next BoS meeting**

9. 8:55PM **Town Manager's Report**

**Approved 3-0**

- i. Request approval of the following:
  - a. Contracts:
    - 1. Weston & Sampson, Inc. for construction administration services for the Forge Pond Beach Improvements – Phase 1 in the amount of \$12,000.00
    - 2. Alpine Environmental for the work related to the Window Restoration Project at the J.V. Fletcher Library in the amount of \$47,640.00

10. 9:00PM **Correspondence**

**Selectman Almeida announced that Middlesex County 4-H Fair is this weekend and encouraged all to attend**

11. 9:05PM **Adjournment**

**Board of Selectmen  
Correspondence  
August 20, 2019**

**Incoming Correspondence:**

IC 01	07/19/2019	Xfinity Municipal Emergency Reporting Procedure Reminder
IC 02	07/19/2019	Letter from KP Law enclosing Wright Lane Conservation Restriction documents
IC 03	07/29/2019	Letter from KP Law enclosing Acknowledgement of Baseline Documentation relative to Salt Box Farm
IC 04	07/31/2019	Letter from KP Law enclosing documents relative to the Conservation Restriction at the Salt Box Farm
IC 05	08/01/2019	Verizon notice of Fios TV programming change
IC 06	08/01/2019	State Fire Marshal approve FY 2019 Student Awareness of Fire Education grant application
IC 07	08/03/2019	Memo from Thomas Mahanna regarding School Administration Building Relocation
IC 08	08/06/2019	Architectural Access Board's Decision, Amended Notice of Action, and Notice of Fine Hearing
IC 09	08/06/2019	Middlesex County 4-H Fair, Inc, complimentary pass for opening ceremonies
IC 10	08/12/2019	Westford Community Access Television, Inc., Financial Statements
IC 11	08/12/2019	Westford Community Access Television, Inc., final audited financial statements

**Outgoing Correspondence:**

OC 01	07/24/2019	Notice of Decision and Order relative to Dangerous Dog Hearing
OC 02	07/29/2019	Letter to MA Office of Business Development in support for the Middlesex 3 Coalition REDO Grant Application
OC 03	08/13/2019	Letter to Aggregate Industries extending contract 2018-HWY-001
OC 04	08/13/2019	Letter to Allstate Berm Company extending contract 2018-HWY-001
OC 05	08/13/2019	Letter to Brox Industries, Inc. extending contract 2018-HWY-001
OC 06	08/13/2019	Letter to Newport Construction Company extending contract 2018 HWY-001
OC 07	08/13/2019	Letter to P.J. Albert, Inc. extending contract 2018-HWY-001
OC 08	08/14/2019	Thank you letter to Kimball Farm for their generous ice cream donation for the Annual Town Staff Cookout
OC 09	08/16/2019	Letter to MA Office of Business Development for verification of municipal service area of the 495/MetroWest Partnership

*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).*