



Nanette also pointed out that the new contract should address commercial establishments and the dumpster policy as to avoid the Myers vs. Rover's North issue from 2019. Julia wonders if there are other commercial establishments that require dumpster capacity on the scale Rovers did. Nanette explained that several commercial farms have a need for dumpsters as well as upcoming commercial properties such as the Westford Country Store, Heco Property and others. It is not so much a current issue but will certainly be a future issue if not addressed now.

Bill wonders if Westford keeps the volume of recycling the same, will establishments run into the same issue as Rovers? Nanette suggested a cap for commercial establishments to keep things fair. Nanette and Julia point out that the difference between a residential and non-residential tax rate is minimal and they need to be fair to all. Bill notes that a business may not be paying a lot more, but commercial properties have a much higher tax bracket than the average property. Julia pointed out that some households also have a high tax bracket as well as smaller tax brackets that have a lot of household members and put out a lot of trash. They need to keep things as fair as possible.

Bill explains that it's important for businesses to have clear language on how much they are allowed and what the cap is so that they know if they are going to be paying for overage. The rest of the board agreed. Bill thought it would be nice to put in the RFP that if the commercial business needed more capacity that they would get a preferential rate. Julia notes that's something that would have to be negotiated with whichever hauler Westford chooses.

Julia would also like to see some description from the hauler on if they have trouble picking up trash what they would do to remedy the situation so that residents have a clear idea of what to expect. Bill also brought up the previous conversation about the hauler going door to door on private roads or not. Bill anticipates that it might be an unpopular discussion. Julia thinks that potential anger could be avoided if trash is picked up door to door if the road meets a certain population number. If you've got 30 people bringing their trash to the end of one road that would be less than ideal. Nanette says that previously, pickup on private roads was determined by the characteristic of the roads, such as if they are flat or steep, and how many houses are on it.

Nanette wants to make sure that the town has a key contact person with whichever hauler Westford goes with so we're not just talking to dispatch as we are now with Myers. It would be nice to have one person that knows the ins and outs.

Bill thinks it seems that if the town addresses the equipment issue that the missed pickup issue would be moot. Julia would be inclined to put a "make good" clause in the contract just in case because of all the crazy weather that has happened over the recent years. If that happens, she'd like to know the solution without having to call and call the hauler. Bill also wonders if there is a better way to deal with a hauler other than voiding a contract such as a penalty so that the town is not out in the cold without a hauler. If we had to find a trash hauler mid-season it would not be great, it would cost the town a lot of money.

Julia wanted to shift gears because one of the options the town is considering pursuing when they put out the RFP is a joint contract with Fairfax. Nanette assumes that their contract is similar and that they are on a fiscal year like Westford is. Nanette offered to contact their town manager to get that information confirmed. Julia would love to see their contract if they are willing to share because she thinks it would be very informational.

Under the Trash Collection section of the RFP, Julia notes that if we could add something to the effect of "The quote should detail what services would be afforded to businesses" so that the town could at least start to see if the contract is for \$100 that includes a, b, c for businesses.

Julia wonders when we are going to send out the RFP, Nanette suggests the beginning of April with quotes due at the beginning of May with contract being signed in June. In past years, Nanette has sent out the RFP to every hauler she can find. It's best to get all options. The more the better.

### **WORK PLAN UPDATE**

The board looked at the current work plan as well as the annual task list provided by Nanette. Julia would like to put in to meet with other boards as a once a year item just so that cross pollination happens between town organizations. Julia thinks its valuable to talk to boards when there is not a hot topic so when the difficult things come up there is a base to work with. Nanette thought that before or during budget season would be a good time to meet with other boards. Any time April through Sept would be a great time frame. Bill notes that the work plan and the annual task list don't really seem that different. Nanette notes that the work plan can have changes that occur specific to each year while the annual task list often remains the same.

### **CORRESPONDENCE**

Nanette noted that the PC wants to meet with the Selectboard in February for 60-90 minutes. The agenda for that meeting should be kept light. This is pertaining to the Pigeon Property. They are looking at 13<sup>th</sup> or 27<sup>th</sup>. Julia thinks that this is very doable, it would also fill the need to meet with fellow boards. Julia suggests doing the 13<sup>th</sup> so that the meeting is just before town meeting, and Bill notes that he would not be there for the 27<sup>th</sup>.

The board also got many emails regarding the condition of Cambridge Road, this has been addressed by John, the Road Foreman who has since repaired the road after extreme snow/melt damage.

Linda Will had contacted the town and was stating that there was only one pass of the plow being done on her road and she was concerned about emergency vehicles being able to get to her property. Bill replied to her and explained that the Halloween Storm meant that time and supplies had to be allocated to repairing that damage and not improving her road as was planned. Bill then went on to explain exactly how the road crew plows Linda's road in an efficient use of their time. Bill also felt that the width of the plow truck was also more than enough for an emergency vehicle. Bill also contacted Steve Willard, Fire Chief, so he could give his opinion. Steve was on vacation but will soon be in with his opinion regarding emergency vehicles, but he also notes that the fire trucks are no wider than the town plow trucks. Nanette notes that although its unfortunate to put off the improvements to the Will's road, their road serves one house and extreme damage and flooding on major roads with many residents must take priority. Bill alerted Linda Will that the current way her road is being plowed is how it will remain this year and invited Linda to attend the next selectboard meeting (the current one), but Linda did not show up to the meeting. Part of John's concern was do we let a resident tell the town how to maintain a town road? It's one thing if it's a private road, but this is not one. Julia thinks that as a community we've done a lot to try and address and help this homeowner, but at some point, the discussion does have to be put to an end.

**COMMUNICATION**

John noted the FPF post that Nanette put out for the Highway Department about plowing across town roads. John explains that although this isn't problematic to the road crew, it can be very dangerous for other motorists.

John had also talked to Tree Warden Ned Meehan. He had looked at the 200-year-old trees that the Cemetery Commission had been concerned about in the Plains Cemetery. In Ned's opinion the trees are healthy and will last for a long while. Julia wants to get both the Cemetery Commission and the Tree Warden in a meeting so that everything could be worked out.

**JOHN DEERE**

Greg Barrows, Treasurer, gave out a packet detailing the banks he sent out to bid on the John Deere loan. Greg noted that Union Bank had a good rate and he thinks diversifying who we do loans with will be beneficial. It would be the 3-year rate. Bill motioned to use Union Bank for the John Deere loan, Julia 2<sup>nd</sup>. Motion passed 2-0.

**ACCOUNTS PAYABLE & PAYROLL WARRANTS**

Accounts payable and payroll warrants were approved.

**ADJOURN**

The meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Allison Hope, Chair  
Selectboard

Callie Hamdy  
Assistant Town Clerk

**TOWN OF WESTFORD HIGHWAY DEPT.**  
**ROAD SCHEDULE**  
**Jan. 23, 2020 – Feb. 13, 2020**

Work to be done

- Plow, sand and salt when needed.
- Work on the break room remodel.
- Repair brakes on 17' Western star.

Work completed

- Plowed, sanded and salted roads several times.
- Work on the trucks. (Coolant hose, radio antenna, tire chains, greased)
- Worked on break room remodel.
- Repaired the plasma cutter.
- Hauled in more winter sand.
- Moved a shop airline.
- Moved the radar sign.

Approved at the 2/13/20 Selectboard Meeting.