



**RETURNING YOUR CENSUS AND VOTING**

**January 2015**

Do you return your town census every year? Are you surprised when you are on the inactive voter list at the polls? The only way that the Board of Registrars can know that you still reside in Westford is by returning your census. The only way to ascertain the current population for grant awards and state funding is through the census. It's that important. The Board of Registrars is responsible for keeping the resident and voter lists up to date and the law obliges them to move non responding voters to the inactive voter list. We want to hear from you! Please return your census form. If you have lost it, please contact the Town Clerk's Office and we will mail you a blank form.

New voters to Westford are reminded that you cannot register to vote on the census form, but we are happy to mail you a registration form or you may download one from [www.westfordma.gov](http://www.westfordma.gov). Click on the "How Do I?" button.

Please refer to the calendar below for elections and town meetings planned for 2015.

Date	Event	Voter registration deadline
March 28, 2015 10am	Annual Town Meeting, Abbot School (Sat.)	March 6, 2015, 8:00pm
May 5, 2015 7am – 8pm	Annual Town Election (Tues.)	April 15, 2015, 8:00pm
October 2015 7:30pm	Special Town Meeting Abbot School (Mon.)	10 days prior to special town meeting

Absentee ballots are typically available three weeks prior to an election. Contact the Town Clerk's office for more information at 978-692-5515

**BECOME AN ELECTION WORKER!**

The Town Clerk's Office is looking for enthusiastic individuals who can work at the upcoming elections. If you are interested in this civic opportunity, please stop by the Town Clerk's Office to complete an Election Officer Profile or find it on the Town Clerk's homepage at [www.westfordma.gov/clerk](http://www.westfordma.gov/clerk).

**OPEN POSITIONS FOR LOCAL OFFICE IN 2015**

The table below lists open seats for the May 6, 2014 Town Election. Nomination papers are now available at the Town Clerk's Office for those who are interested in running for office. The deadline to file nomination papers bearing the signatures of at least 50 Westford voters is Tuesday, March 18<sup>th</sup> at 5:00pm.



Office	# positions	Terms expiring for:	Length of term
Selectmen	1	James M. Sullivan	3 years
Board of Health	1	Joanne E. Martel	3 years
Library Trustees	2	Marianne C. Fleckner Susan M. Flint	3 years
Planning Board	1	Dennis J. Galvin	5 years
School Committee	3	Angela Harkness Margaret Murray Kenneth A. Teal	3 years

**WINTER PARKING BAN: NOVEMBER 1 – APRIL 1**

Residents are reminded that a winter parking ban is in effect from November 1<sup>st</sup> until April 1<sup>st</sup>.

- On-street parking is prohibited for more than 1 hour between the hours of 1:00 am and 8:00 am or when snow operations are in effect.
- Vehicles that are illegally parked will be ticketed and may be towed at the owner's expense if they interfere with snow removal operations.
- The Highway Dept's informational brochure on snow and ice removal procedures is available online at:
- <http://www.westfordma.gov/highway>
- Copies are available at the Town Clerk's Office.



**DIRECTORY OF TOWN DEPARTMENTS**

**TOWN HALL, 55 MAIN STREET**

Accounting.....	978-392-4450
Assessors .....	978-692-5504
Building Dept. ....	978-692-5527
Bylaw Enforcement.....	978-692-5527
Conservation Commission .....	978-692-5524
Finance .....	978-692-5518
Health Dept .....	978-692-5509
Human Resources Dept.....	978-692-5501 ext. 2
Planning Board.....	978-692-5524
Town Clerk .....	978-692-5515
Town Manager .....	978-692-5501 ext. 1
Treasurer/Tax Collector .....	978-692-5506
Zoning Board of Appeals .....	978-692-5524

**CAMERON SENIOR CENTER, 20 PLEASANT STREET**

Council on Aging .....	978-692-5523
Public Assistance, Food Pantry.....	978-692-5523
Social Worker.....	978-399-2325

**HIGHWAY FACILITY, 28 NORTH STREET**

Engineering Dept.....	978-692-5537
GIS Dept .....	978-692-5520
Highway Dept .....	978-692-5520
Tree Warden.....	978-399-2731

**MILLENNIUM BUILDING, 23 DEPOT STREET**

School Administration .....	978-692-5560
Veterans Services .....	978-392-1170

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Animal Control Officer.....	978-692-4574 / 978-692-2161
Cemetery Dept.....	978-692-5532
Emergency Management.....	978-692-2161 / 978-692-5542
Fire Dept, 51 Main Street (PO Box 296).....	978-692-5542
Housing Authority, 65 Tadmuck Road .....	978-692-6011
Library, J.V. Fletcher, 50 Main Street.....	978-692-5555
Parks & Recreation Dept & Cemetery Administrative Office, 35 Town Farm Road.....	978-692-5532
Police Dept, 53 Main Street .....	978-692-2161
Technology Dept .....	978-399-2420
Water Dept, 60 Forge Village Road .....	978-692-5529

**Emergencies..... 911**

## **DOG LICENSING**

All residents are reminded that **the grace period for licensing ends on March 31<sup>st</sup>** per Town bylaw. That means that a late fee of \$25 will be charged beginning April 1<sup>st</sup>. The only exceptions are for owners and dogs new to town.

Dog licensing fees for 2015 are as follows:



- **\$15 for spayed/neutered dogs**
- **\$20 for non-altered dogs**
- Residents age 70 and over do not have to pay to license your dog (however, the late fee does apply!)

All dogs ages 6 months and older must receive a rabies vaccination and be licensed per state law. For your convenience, the dog license application form is on the reverse of your census form.

Owners of four or more dogs are required to obtain a "Kennel License" following an inspection by the Animal Control Officer.

## **CLEAN WATER MATTERS: IT BEGINS WITH YOU**

The Town of Westford is launching a "**Stormwater Management Master Plan**" to proactively manage the runoff from rain storms and snow melt (known as "stormwater"). Much of this runoff is carried by drain pipes, which were designed to quickly move the water off the land surface to nearby streams, ponds and wetlands with little or no treatment. On its way over the land, this runoff picks up pollution such as oil, fertilizers, pesticides, salt and pet wastes. This stormwater pollution also gets absorbed into the ground where it travels to the wells that supply our drinking water. **We treasure living, working and playing in the scenic landscape of Westford. Together we can protect the quality of our lakes and ponds and maintain clean drinking water.**



We need your help! Learn about the issues and be part of the plan to address them. To be added to the study contact list to receive email notices about upcoming Public Meetings, write to [stormwater@westfordma.gov](mailto:stormwater@westfordma.gov), and check the website for updates at [www.westfordma.gov/stormwater](http://www.westfordma.gov/stormwater).

## **HEALTH DEPARTMENT SHARPS COLLECTION FOR WESTFORD RESIDENTS**

In an effort to safely dispose of needles and lancets, the Health Department has a disposal program which offers 2 convenient locations for residents to dispose of sharps. Collection sites are at the Health Department office located on the 2nd floor of Town Hall from 8am-4pm and at the sharps kiosk located in the Police Department entry way, open 24/7. All materials must be delivered in a sharps container, and it is requested that containers are full before dropping them off. This will help minimize costs associated with disposal. No commercial businesses may use this service and it is for Westford residents only.

Please follow these directions to ensure proper disposal of sharps containers:

- No Loose Needles
- All Sharps must be disposed of in a sharps container-if you do not have a personal sharps container, you may use a puncture resistant container such as a one gallon bleach bottle; a one pound sealed and taped coffee can or a 1.5 liter plastic soda bottle
- No glass containers
- No plastic or paper bags
- Do not leave any items outside the kiosk or office



If you have questions, please call 978-692-5509

## **MEDICATION DISPOSAL**

This is a great time to clean out those medicine cabinets and get rid of unused, expired drugs or over the counter medications. Empty all pills and medications into Ziploc-type bags. Drop medications in the kiosk at the Police Station Lobby (across from the sharps kiosk), accessible from Town Hall parking lot, 55 Main St. The kiosk is available 24/7. For any questions, please call the Health Department at 978 692-5509.

## **T.R.E.A.D.**

### **(Tax Relief for the Elderly and Disabled) Program**

TREAD awards may vary from year to year as funds are dependent upon the generosity of private individuals and businesses. No Town funds from the fiscal budget are used. Voluntary, tax deductible donations by the taxpayers or other individuals are the sole support of this program.

#### **Chapter 60, Section 3D**

On May 13, 1997 the Town of Westford voted to accept the provisions of Chapter 60, Section 3D that establishes an elderly and disabled taxation fund. The purpose of this fund is to assist in defraying the real estate taxes of elderly and disabled persons of **low income**. In Westford, the program is administered through the Council on Aging.

#### **Qualification Requirements:**

- Must own and occupy the property for which taxes are assessed
- Must be 65+ years old or have a state recognized disability
- Must file completed application disclosing exemptions and household income and expenses for all members age 18+



### **VETERAN OR SURVIVING SPOUSE?**

Every year there is a block for you to indicate whether any household resident served in the military. This year there is a new block for "Surviving Spouse". If you are a widow or widower of an honorable discharged veteran, you may be eligible for many government services as well. Indicating Veteran or Surviving Spouse helps us who deliver services to the residents understand where there may be a need. Checking these blocks is "optional". The Department of Defense nor the Department of Veterans Affairs (the VA) do NOT report to

any local or state agency who the veterans are they are serving. The VA does NOT know you, a Veteran or Surviving Spouse, live in Westford unless you are already receiving services from them today.

Please take a moment to indicate your veterans' status on the form and then give the office a call to find out if there is anything you may be missing from a property tax credit to financial aid. Your local community veterans' representative can be reached at (978) 392-1170. Also look at <http://westfordma.gov/veterans>.

### **ARE YOU ABLE TO HELP FELLOW RESIDENTS IN NEED?**

In the year 2013 we had thirty five (35) applicants of which 20 were approved to receive assistance with their tax bill in the average amount of five hundred dollars (\$500). We are in need of your donation to continue this program. No amount is too small. Please make checks payable to "Town of Westford" and mail them to TREAD Program, 55 Main Street, Westford, MA 01886. Indicate on the check memo "for TREAD."

### **THE J. V. FLETCHER LIBRARY**

#### **The Massachusetts Board of Library Commissioners (MBLC) AWARDS the J. V. Fletcher Library a \$50,000 Planning & Design Grant**

In 2014 twenty-eight Libraries across the Commonwealth of Massachusetts competed for a state-funded Planning and Design Grant Award. All twenty-eight applications underwent a rigorous, independent grant review process. The applications chosen to receive grant awards were selected based on many factors, including: community need, an understanding of future trends in library services, integration with the library's long-range plan, support from local officials and a plan for community input.

"We are thrilled," notes Library Director Ellen Rainville, "to receive a grant award that allows us to take this step forward in ensuring responsive, state-of-the-art library service for Westford's future. The Feasibility Study that will be conducted with this award will inform and poise the Town of Westford for consideration of the next planning phase – an application under the next projected Massachusetts Public Library Constructions Grand round in 2016 or 2017."

This Feasibility Study will receive support from the Permanent Town Building Committee and will assess the potential for renovation/expansion of the current J. V. Fletcher Library facility on the present Town Common site, as well as site options elsewhere (a grant mandate) for the projected population of 2034. A design of the future Fletcher Library would address the inadequacies identified in the 2013 Library Needs Assessment, plus incorporate new and future trends in service, programs, collections, formats and outreach within the anticipated new space.