



were triple digit sales for compost due to an increase in home gardening and as of today they have met this fiscal year's revenue three weeks ahead of schedule.

The charge going to haulers was not increasing, but if it did that might impact the Town. The fee for incoming materials such as food scraps was increasing.

Dave Baczewski made a motion to approve the FY'22 CSWD proposed budget as presented, seconded by Lee McClenny. Motion passed: 3-0.

#### **REQUEST TO HOLD FARMERS' MARKET ON TOWN COMMON**

Peter Jenkins of Cat's Meow Farm was requesting permission to hold a summer Farmers' Market on the Town Common. He had reached out to the Conservation Commission, and they were excited by the idea. It would be about one to two times a month and could be coupled with music/concerts.

Nanette explained that each vendor needs to provide a Certificate of Insurance or the Farmers' Market as an organization needed to have one. Therefore, many markets often charge vendor fees.

Bill had no objection and thinks the idea of coupling it with the summer concerts is a great idea. He wanted to hear from the Common Committee and public before going forward. Lori Johnson from the Common Committee was present. They are in favor and feel that it would be beneficial to combine it not only with musical events but other events on the Common as well. She just wanted to reiterate the Common Use Policy and make sure those rules are followed.

Dave Baczewski made a motion to approve the Westford Farmers' Market, seconded by Lee McClenny. Motion passed: 3-0.

#### **REQUEST FROM CONSERVATION COMMISSION TO DITCH SCHULTZ TRAIL**

The Conservation Commission is requesting permission to have Schultz Trail ditched from its beginning at Machia Hill Road down to the brook, which is approximately 250' of the trail. The work, which will be done by Bob Mannings, will include gravel spreading and is \$1,500 for the ditch work and \$1,600 for two loads of gravel.

Sarah Pinto and Dale Rodgers from the Conservation Commission were present. Dale explained that the area in question is quite hazardous and is wet year-round. Bill asked if they had money in their funds for this. They were using the remainder of their budget this year and a bit from next year for the cost, which shows how important this fix is to them. Bill did not have any objection but pointed out that normally multiple bids are put out for projects such as this. Bob was chosen due to the equipment he had, and he is a Westford resident, thus familiar with the trail which is a plus.

Nanette recommended a letter be sent to the property owner that the trail goes through to notify them the work will be happening. Lee McClenny made a motion to approve the Conservation Commission's request for the work to be performed on the trail as presented, seconded by Dave Baczewski. Motion passed: 3-0.

### **REQUEST FOR MOBILE ARTS SALE ON TOWN COMMON**

Anne Cummings is requesting permission to park her mobile art sales truck on the Town Common during events or on chosen dates by the Town. She would be selling art pieces made of recycled, repurposed, and reused materials, a selection of original pieces as well as prints and greeting cards. The vehicle in question is a Toyota Highlander. Anne would prefer to give notice of her intent to set up the "Art Truck" two to five days in advance, but there may be instances where it would not be feasible to do so. She intends to publicize the dates the truck will be on the Common on Front Porch Forum, social media, and by road signage along Route 128.

Bill had no objection; he thinks pushing Anne towards current events on the Common to increase her visibility and sales would be a good choice. Lori Johnson was concerned because Anne would be working out of her vehicle so that could present a parking issue with the limited parking on the Common. Lori explained they are trying to avoid having too many things on the Common all the time as they want it to remain a peaceful place for people to picnic and hang out. Dave also thought that they do have non-profit space available such as the Westford Common Hall, some of those events may be appropriate to go there versus the Common as to avoid clogging the Common. Bill's experience with the summer concert series is they often have food vendors that operate while the music is going on and it does not seem to be distracting. Dave supports Anne's request; it is just figuring out the details and seeing where it fits in.

In the interim the Board could approve Anne for the Farmers' Market nights and then amend once details are ironed out more. Lee McClenny made a motion to approve the art display for the evenings of the Farmers' Market and the Board will entertain future dates based on the Town's policies and encourages Anne to reach out to the Westford Common Hall to potentially sell her art there, seconded by Dave Baczewski. Motion passed: 3-0.

### **REQUEST TO USE TOWN COMMON FOR FURNITURE SALES**

Jodi Mashia and Rebecca Yeh were requesting permission to use the Town Common to sell furniture from their refinishing business. Both live on small, non-busy area roads in town and feel that being on the Common would yield more interest.

Jodi was present, they have about eight pieces of furniture they are hoping to sell. Lori asked what kind of furniture. Jodi advised the pieces are bureaus, tables, and some chairs. Nanette asked how Jodi envisioned setting up the sales. Jodi was not sure, they would leave some pieces in their trucks and were hoping to be set up along the side of Common Road, maybe bring a few pieces at a time. She also entertained the idea of using the gazebo.

Lori explained there is no exclusive use on the Common so if somebody else was in the gazebo that would be tough luck. They also do not want any tents with a floor, or anything put on the grass like a tarp of covering because they do not want to kill the grass. The Common can be wet and thus the furniture is a bit of a concern. Lori suggested the Brick Meeting House because it is rentable and has a solid floor, it may make more sense to do Fourth of July or during other Common Events. She is just not sure it fits well on the Common due to those factors. Bill asked if there was room to display anything outside of the Brick Meeting House. Lori explained there is a small parking lot, small landing at the front of the building and a ramp. If something fit in those areas that would be a way to display it. Lori also suggested that Jodi could try it out at the Farmers' Market, but instead of bringing pieces take photos and bring a

display of items for sale. Jodi liked that idea but for overall sales she thinks the Brick Meeting House is looking like the best place for set up. Dave agreed, he thinks the Brick Meeting House is a great option and a display with a small piece at the Farmers' Market would be good. Marketing on Front Porch Forum would be a good idea also. Lee McClenny made a motion authorize Jodi and Rebecca to involve themselves with the Farmers' Market event as a possible venue for their furniture refinishing business, seconded by Dave Baczewski. Motion passed: 3-0.

#### **PLANNING COMMISSION MONTHLY UPDATE & LEAHY SPENDING REQUEST**

George Lamphere from the Planning Commission was present. He had four items he wanted to highlight: the Planning Commission has a meeting coming up on Tuesday where they will decide to apply to an appropriate request to Senator Leahy's office for wastewater funding, ARPA funds and the Planning Commission is looking for thoughts from the SB on the topic. The Planning Commission thanks the Selectboard for the support and feedback for the Northern Borders Review and the Planning Commission is hoping to be timelier in the future.

George opened it up for questions. Dave asked if there was a deadline for the Leahy submission. The deadline is a week from tomorrow. They plan to try and get it done by Thursday because of other conflicts, but it is a straightforward submission and very similar to the one done for Congressman Welsh. Dave asked about 1705's relevancy to these submissions. The Planning Commission had been advised that the culvert they needed to work on for that project would come from other avenues because it is VTRans related.

In Bill's opinion it seems with the wastewater project that we are not getting a lot of the public attendance at Selectboard meetings, and he does not know how many members of the public are attending Planning Commission meetings, but that does not mean the public are not paying attention. People have been reading the minutes and Bill has been approached by a lot of people about the projects. Some are very negative about the project, and he thinks we really need to work on the public outreach. He knows that the Planning Commission is busy, but the May 6<sup>th</sup> meeting has directed the most public outreach towards Bill. From the communication he has received from residents, they often feel like we are moving forward without their input. Mark and George both acknowledged this, but most of the time the question is about what the individual cost to the taxpayer will be and they cannot answer that without knowing about funding sources, that is their objective now. Bill understands but it seems to him that taxpayers in town do not understand that. He is not sure how to solve that problem. George thinks Bill brings up a good point, they have dates picked out to start these items, but these things are not always put out to the public, and they do need to get out more information.

#### **PROPOSED WESTFORD LAND USE & DEVELOPMENT REGULATIONS**

The Planning Commission submitted their proposed Land Use & Development Regulations to the Selectboard. The changes for 2021 include the addressing of different citizen requests.

Notable changes included: expanding language on nonconforming uses in the Flood Hazard Overlay District, updated description of wetlands and their boundaries as it relates to the different districts, language relating to accessory structures, addition of usage for campgrounds as a permitted use in Rural 5 and Rural 10 development districts, removed density waivers for senior and multi-family housing in the Form Based Code Overlay District, added language regarding renovation, restoration or replication of historic structures in the Form Based Code Overlay District, added uses in the adaptive re-use of historic barns, amongst other changes.

Nanette explained that the Selectboard needs to acknowledge receipt of the proposed regulations from the Planning Commission and schedule a public hearing regarding the changes. The Board discussed setting the hearing for one of their regularly scheduled meetings and then changing it if the agenda becomes too full. Nanette explained the hearing date cannot be changed once it is warned and that the Board would need to schedule a special meeting to handle agenda topics if they could not fit on the same agenda as the hearing. After more discussion, the Board decided on June 10<sup>th</sup>. Lee McClenny made a motion to acknowledge receipt of the proposed Westford Land Use Development Regulations submitted by the Planning Commission and warn the public hearing for June 10<sup>th</sup>, seconded by Dave Baczewski. Motion passed: 3-0.

#### **CSWD BOARD REPRESENTATIVE APPOINTMENT**

Katie Frederick's term as Westford's representative on the Chittenden Solid Waste District (CSWD) Board is expiring. She has expressed desire to be reappointed. Lee McClenny made a motion to reappoint Katie as Westford's representative to the CSWD Board for another term, seconded by Dave Baczewski. Motion passed: 3-0.

#### **CCRPC PAC APPOINTMENT TOWN REPRESENTATIVE**

Melissa Manka's term as Westford's representative on the Chittenden County Regional Planning Commission Planning Advisory Committee (CCRPC PAC) is expiring. Melissa has volunteered to continue serving the Town in this capacity. Dave Baczewski made a motion to appoint Melissa Manka as Westford's representative on the CCRPC PAC for another term, seconded by Lee McClenny. Motion passed: 3-0.

#### **CONTRACT FOR ENGINEERING SERVICES FOR OLD STAGE ROAD PAVING PROJECT**

The Board selected O'Leary -Burke as the contractor for the Old Stage Road repaving project. O'Leary-Burke submitted an agreement for the services that needs to be signed. Lee McClenny made a motion to nominate Bill Cleary to sign on behalf of the Town, seconded by Dave Baczewski. Motion passed: 3-0.

#### **CORRESPONDENCE**

The Board received correspondence regarding the Planning Commission meeting with the Selectboard on May 6<sup>th</sup>. The Board agreed that they would prefer the Planning Commission respond to the resident because they can best answer the concerns.

#### **COMMUNICATION**

Nanette wondered if it would be helpful to send out a statement that the Town acknowledges the questions the public has had regarding the wastewater project and that the Planning Commission will be sending out additional information beginning in June. Dave thinks there is a lot of good information on their website, but that's not how people are going to take it in. How can the Selectboard pump the brakes on the public opinion a bit so that the Planning Commission has the time to do the good work they are trying to do? Keeping the public confident that the project is not going forward if there is any significant cost to the taxpayer is important, and to emphasize that the taxpayer must vote on this for anything to go forward. Front Porch Forum will be a good avenue to get out the information. Lee volunteered to do a first draft and send it to Dave and Bill for review. The post needs to be short, simple, clear, and reassuring.

Special Selectboard Meeting  
May 13, 2021  
Page 6

**ACCOUNTS PAYABLE & PAYROLL WARRANTS**

Greg Barrows, Treasurer, went over the accounts payable and payroll warrants. The Board members will go to the office to sign them.

**FY'21 GENERAL FUND & HIGHWAY BUDGET STATUS REPORTS**

Greg reviewed the FY'21 General Fund and Highway Budget reports.

**ADJOURN**

The meeting adjourned at 9:38 p.m.

Respectfully Submitted,

Bill Cleary, Chair  
Selectboard

Callie Hamdy  
Assistant Town Clerk/Minute Clerk

**GUEST LIST**

Buddy Meilleur, LCATV  
Dale Rodgers  
Sarah Pinto  
Georgette Huffman  
Lori Johnson  
Katie Frederick  
Mark Letorney  
Gordon Gebauer  
Alise Certa  
Peter Jenkins  
Sarah Reeves  
Jodie Mashia  
Georgé Lamphere  
Michael Bickley

**TOWN OF WESTFORD HIGHWAY DEPT.  
ROAD SCHEDULE  
APRIL 23, 2021 – MAY 13, 2021**

Work to be done

- Grade roads when weather permits.
- Start summer projects, Old Stage Rd. ditching, and culvert replacement.
- Service on the Cat excavator.

Work completed

- Graded Rollin Irish Rd., Cambridge Rd., Huntley Rd., Old Stage Rd., Woods Hollow Rd., Plains Rd., Osgood Hill Rd., Allen Irish Rd., Seymour Rd., Brookside Rd., Old #11 Rd., Pettingill Rd., Manley Rd.
- Added gravel and fixed sections of Old # 11 Rd., Covey Rd., Stoney Ridge Rd., Pettingill Rd., and Phelps Rd.
- Hauled in gravel
- Put the summer tires on the trucks.
- Serviced the trucks. John Deere Loader, John Deere Excavator (oil change, air, fuel filters)
- Cut some brush on Osgood Hill Rd.
- Cut some brush on Cambridge Rd.
- Started a small ditching project on Cambridge Rd. for 2 culvert changes

Approved at the 5/13/21 Selectboard Meeting.