

Draft minutes for the WESTFORD Common Committee Meeting  
Tuesday January 9, 2024 at 9 am at the Brick Meeting House

Call to order at 9:03 am

Roll call-Suzie Kearns, Caroline Brown, Lori Johnson Common Committee (CC) members

Members of the public-

residents-Rebecca Davanon, Maureen Wilcox, Paul Birnholtz, Barb Cady,  
Cheri Swanson

Changes to the agenda-added correspondence, adjusted order slightly to allow for  
early departures.

Establish meeting procedures-Agreed to essentially follow SB rules of procedure  
regarding public interactions. [https://westfordvt.us/wp-content/uploads/2022/04/Selectboard-  
Rules-of-Procedure-2022.pdf](https://westfordvt.us/wp-content/uploads/2022/04/Selectboard-Rules-of-Procedure-2022.pdf)

Public comment, items not on the agenda-none

**Correspondence**-Discussions were held about the history, mission, authority of the Common  
Committee. An update of the website information will be discussed when the Chair meets with  
the Town Administrator. At that meeting, the Chair will discuss Committee operations with the  
new Town Administrator.

A residents queries about property lines and adjustments was referred to the Town Clerk for land  
records search and then to the planning department if quit-claim adjustments are needed.

The committee email will be updated with an automatic reply to let residents know procedures  
such as the need for a Common Use application and that correspondence will be handled at the  
next meeting in accordance with Open Meeting Law.

**Investing funds in CDs**-Agreed to ask Greg and SB to put approximately \$36,000 of the  
Common Funds into 4 CDs in a ladder, 1 yr, 2 yr, 3yr, 4 yr. Lori will contact Greg about this.

**VAST trail across Common**-Much discussion. Members and public were surprised SB did not  
solicit input from their advisory group on use of the Common. Agreed to write to SB to request  
being informed in advance about issues concerning the Common. Additionally, it is desired to  
establish responsibility for damages to the Common to be the Town's.

**Protecting the Common**-Additional possibilities suggested included making the Common a  
historical district. Suzie is looking into this. Another was to see if the VT Housing and  
Conservation group might have any ideas. Paul B. volunteered to look into this.

**Library request for solar charger**-As the time has passed for the option at this time, it was  
agreed to monitor the use and appearance of the one the library is installing on their property. If  
future opportunity arises, the members will discuss it at that time.

Public Comment-None

Adjourn at 10:39 am.