

WESTFORD CONSERVATION COMMISSION

MEETING MINUTES – MAY 15, 2024

WESTFORD TOWN OFFICE

Present: Kirsten Tyler (RKT), Sarah Pinto (SEP), Elias Rosenblatt (ER), Joel Fay (JF)

Guests: None

April minutes approved unanimously

Changes to Agenda: Library request for “adventure walk”. RKT to finalize dates and agenda with Bree. Proposed dates will be sometime in June.

Seymour Trail

- Vicky Ross, abutting landowner to Seymour Trail wants sign indicating trailhead. Signs to include “Seymour Trail” with arrow at base of the hill and then across from her driveway. Vicky Ross is in support of the kiosk. **Motion** (SEP) to approve the expenditure of funds for signs. ER second. Unanimously approved.
- Compose letter to Norm Schultz to announce/ask about Kiosk at end of Kilburn Land, within the town right of way, abutting his property. SEP to compose letter which will be cc'd to the SB when sent.

Goodrich Trail

- Meeting with landowners and members of the SB is proposed. Waiting for contact information for two abutters (A Johnson and John Cooley). Meeting should emphasize our goal of improving the trail so people can enjoy it. Goodrich is too long, too big for us to fix the problems with shovels. Trailworx, in order to keep it in as natural a state as possible, would use the natural soil to create a swale on the side and use the dredged material to improve the trailbed.
- JF suggests drainage around the pooled water areas and rocks to slow water.
- Meeting should discuss with landowners the unauthorized use of the trail; how do we keep people off?
- Meeting should take place at the Goodrich Trail
- WCC to provide a narrative history of the trail, e.g. Melissa Manka asked (on behalf of landowner? Prospective purchaser?) to clear the trail. Dale Rodgers and SEP cleared from 100% overgrowth. Ancient roads research may augment narrative.

- If 3 or more WCC members are present, the meeting must be warned as a special meeting:
- Special meetings A special meeting occurs when a board meets at a time or place outside of its regular meeting schedule. **At least 24 hours before each special meeting**, a public body must publicly announce it by **giving notice of the meeting's time, place, and purpose** to a newspaper or radio station serving the area, as well as to any person who has requested in writing to be notified of special meetings. 1 V.S.A. §§ 310(5), 312(c)(2), (5). **Municipal public bodies must also post a notice of each special meeting in or near the town office and in at least two other designated public places in the municipality.** All public bodies must give oral or written notice to each member (unless a member has waived this notice). 1 V.S.A. § 312(c)(2). **In addition, agendas must be created and made available for special meetings.** 1 V.S.A. § 312(d)(1), (2).
- Summary:
 - Create Agenda for special meeting, noting that it is a special meeting.
 - Publish agenda at least 24 hrs before meeting on FPF
 - Publish agenda and put at town office, library, P.O. at least 24 hrs before meeting
 - Email notification of special meeting to interested parties (attendees)

MSTF + MMTF

RKT delivered signs to JF after meeting and he will put them up.

Next meeting Wednesday, June 19, 2024 6:00 pm; gazebo weather permitting, town office if not

6:55 pm - Adjourn