

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>

Public comment, items not on the agenda-none

**Correspondence**-Discussions were held about the history, mission, authority of the Common Committee. This Committee is neither appointed nor funded by the town. The Committee acts in an advisory role to the Selectboard and Town. Any legal issues are outside our purview. 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.

There was a request made to offer Common Committee meetings via Zoom. Since the Committee meets at the BMH during the day, there is limited wifi and we lack an account and personnel to run and record the meeting so we will not at this time.

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.

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 the 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 from the VAST usage 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.