



Committee Meeting
 TOWN OFFICE & ZOOM
 April 7th, 2026, 7:00 P.M.

Zoom link:

<https://us02web.zoom.us/j/85989843210?pwd=OeUMdwPXRIhCSquaYsdJDJS0wpZ9Fp.1>

To DO

Tommy	<ul style="list-style-type: none"> ● Contact Ada about moving rink boards and liner off the green and onto the pavement ● Advertise for coaches for summer and fall programs ● Request fields for times/days listed in minutes ● Clarify need to ask permission to use the field that is actually town property ● Post for open seats on the Rec Committee ● Check with Selectboard about Disc Golf Course on town trails and also exercise "stations" at various points. Also loop in Conservation Commission.
Lori	<ul style="list-style-type: none"> ● Email Fellowship about spring trail maintenance and having a clinic on the pump track ● Check in with the store about having lawn games to "sign out" courtesy of Westford Rec ● Check in with EWSD facilities about field "designations" when people sign up for them.
Bayley	<ul style="list-style-type: none"> ● Check in with library about having lawn games to "sign out" courtesy of Westford Rec.

AGENDA

1. CALL TO ORDER 7:35 PM
 - a. Roll Call: Bayley Greer , Greig Arendt, Lori Miller, Ben McElvany, Tommy O'Connor, George Elliott
 - b. Changes to the agenda: No changes
2. PUBLIC COMMENT (Items not on the agenda): No public present
3. MINUTES: March 3rd Committee Meeting (Review and Approve): Motion made to approve last month's minutes. Motion seconded and approved U.



Committee Meeting
TOWN OFFICE & ZOOM
April 7th, 2026, 7:00 P.M.

4. Updates:

- a. Rec Coordinator Report: Westford fields are being used by Fairfax lacrosse and Tommy has been in touch with Terri at the school. Tommy has been cleaning up the Rec Cage in the Town Offices. Getting documents ready for soccer so that it's ready ahead of time this year. Tommy is remote the last week of June and the first week of July. He has been checking in with MJ about accounting reports. A selectboard member will be going to the former Rec Coordinator's home to pick up the Rec computer.
- b. Ice Rink Updates: There are still some boards and a section of liner on the grass. Those things need to be moved to the parking area on the pavement and off the grass. Tommy will contact Ada to let her know.
- c. Program Updates and Coaching Communication: It would be a good idea to reach out early for coaches for summer programs so we can have a schedule.
 - i. Motion made to run 16+ adult pick up soccer, same price as last year on Wednesdays: 6:00 PM - whenever. Motion seconded and approved U.
 - ii. Motion made to approve kids pickup with coaches, rising 7th - rising 10th graders at \$50.00 for the session, starting the week after school ends and running through mid-August (approximately 7 weeks), 6:00 - 8:00 PM. Motion seconded and approved U.
 - iii. Motion to run women's futsal on Mondays from 7:00 - 9:00 PM with the same cost as women's futsal. Motion seconded and approved U.
 - iv. Tommy will request the fields for those nights and times in order to reserve them for those programs.
 - v. Tommy will book the fields Monday - Thursday 5:00 PM - 9:00 PM and Saturday and Sundays 8:00 AM - 11:00 AM.
 - vi. Can Tommy clarify use of town fields and whether we need to ask permission to use the soccer field that is on town property.
 - vii. Suggestion made to reach out to find people to coach. In the process of discussing this, we talked about the need for roadside signs that we can post for various Rec activities. Greig will look into signs and pricing.

5. DISCUSSION

- a. Sponsorship Booklet DRAFT: Tommy has a sponsorship idea that he will propose at our May meeting. He doesn't have it completely together right now.
- b. Advertising of programs/open seats: Front Porch Forum can be used for this, and Tommy has the ability to post for the Town. Asking Terri to put it in her announcements might also be a good idea. Can Tommy please post for open



Committee Meeting
TOWN OFFICE & ZOOM
April 7th, 2026, 7:00 P.M.

seats? He will get clarification on length of term for existing people.

- i. How are they created
- ii. How are they posted/where are they posted
- iii. Upcoming needs: March and April is when the Selectboard votes for new appointments for boards and committees.
- c. Coaching contact for FALL: We ask anyone who we can think of to coach. Right now we have Ben McElvaney and Ben Hamlin. It will help to be proactive about our programming so that people continue to play in Westford rather than going to Essex.
 - i. Tommy: Advertise for coaches needed for summer and fall programs.
- d. New or Upcoming Programming
 - i. Cambridge Ultimate: There was a Cambridge pickup Ultimate group and they are looking to grow their group.
 - ii. Essex and Fairfax Rec Lacrosse: They are reaching out to Westford for players.
 - iii. New Events: Lori will reach out to Fellowship about 1) Trail maintenance and 2) Having a clinic run for kids by Fellowship.
 1. What about other events at the pump track
 - iv. Suggestion to potentially have a disc golf course here on the Westford Trails. Tommy actually has looked into this and measured it out himself. He will suggest it to the Select board and loop in the Conservation Commission. This could also be used as a fundraiser if we run an annual disc golf tournament. We are hoping to see if we can get some traction on this by our next meeting.
 1. Additionally, we have a suggestion to put exercise "stations"/"equipment" at various points on the Westford Trails.
 2. Sign out of game equipment at the Library or Westford Store? For example, badminton, corn hole, bocce, etc. Lori will check in with the store and Bailey will ask the library.
 3. George will get in touch with Tommy about July 4th.

6. TREASURER

- a. Review Current Financial Status: GOOD! Thumbs up.

7. ADJOURN

The next regular Recreation Committee Meeting will be held on March 3rd, 2026.

Disclaimer: If a quorum of the Board is attending in-person, the meeting will continue notwithstanding a disruption or disconnection in electronic participation. Therefore, in person attendance is recommended. The Vermont Department of Health recommends that each person decide if they want to take precautions, such as wearing a mask, based on their own personal level of risk. Please stay home if you are unwell. Any individual who



Committee Meeting
TOWN OFFICE & ZOOM
April 7th, 2026, 7:00 P.M.

believes that they need reasonable accommodation may submit a request to the Town Administrator. The Town will assess whether the request for reasonable accommodation is necessary to make the Town service, program, or activity available to an individual with a disability; whether there is an alternative accommodation which may provide an equivalent level of access and/or benefit; whether the requested reasonable accommodation would impose an undue financial or administrative burden; or whether the requested reasonable accommodation would require a fundamental alteration in the nature of the Town service, program or activity.