

**SELECTBOARD MEETING**  
**APRIL 23, 2026**  
**Minutes**

Present:  
Pat Haller  
Callie Hamdy  
Deb Jorschick  
Tommy O'Connor

Julia Andrews  
Sean Cushing  
Casey Mathieu

Guests: see attached.

The meeting was called to order at 6:15 p.m. The meeting was held in person and via Zoom.

**CHANGES TO THE AGENDA**

Add Sheriff's contract to discussion.

**PUBLIC COMMENT – Items Not on the Agenda**

Carol Winfield and Barb Peck had both asked if the Dog Warden had received a list of registered dogs. C. Hamdy, Town Clerk, indicated that the Dog Warden had not yet communicated with her regarding the records.

**MINUTES**

J. Andrews moved to approve the April 9, 2026 minutes as amended. D. Jorschick seconded. Motion passed 4-0.

**CCRPC UPDATE**

Ben Bornstein, CCRPC Representative, was present. Work on Tier 3 has been frozen. The Unified Planning Work Program (UPWP) had its first hearing and projects submitted by Westford were adopted by the board to move forward.

**ROAD SCHEDULE**

Sean Cushing, Road Foreman, was present and went over the road schedule from April 10, 2026 to April 23, 2026.

**SANCTUARY ROAD MAILBOX**

P. Haller had met with S. Cushing who described the action the road crew was taking for the mailboxes, but indicated the homeowners are going to have some upkeep going forward. The mailboxes will continue to move over time as the earth shifts. Some residents of the road were present and had some discussion with S. Cushing on what's going to occur. S. Cushing mentioned that he could not stop ditching that part of the road.

**ACCESS PERMIT**

The access permit is for a driveway. Road Foreman, S. Cushing was present, and had visited the site and approved his portion of the permit. Harmony asked since everything has been reviewed that the board approve and that P. Haller sign on behalf of the board. J. Andrews moved to empower Pat Haller to sign the Access Permit for Christopher Bacon. D. Jorschick seconded. Motion passed 4-0.

## **DISCUSSION**

### **Emerald Ash Borer Plan Discussion**

P. Haller wondered if Kirsten Tyler was willing to talk about this. She gave a quick synopsis. Back in March, Harmony Cism and her met with the Invasive Species Coordinator of VT. Westford has been listed as a town that has emerald ash borer (EAB). One of their employees had noticed a tree while driving down one of our roads. Now we have to make a plan because what happens when ash trees get EAB is they get really brittle. If infected trees are next to a house or side of a road, they can easily fall and cause damage to a car or house. Westford needs to start thinking on an action plan for trees in those sensitive areas. There are a lot of resources for this issue. K. Tyler described some of the resources and how the town's work would be in collaboration with the road crew. They would remove priority trees and monitor moving forward with a group of volunteers. She asked that the Westford Conservation Commission (WCC) not be the lead for organizing volunteers, as they have a lot of projects coming this summer. The Tree Warden had already been looped in and would do whatever is needed. If he's willing, P. Haller suggested he and H. Cism could collaborate to find volunteers. J. Andrews asked if K. Tyler knew if there was a specific process to remove infected wood once the tree is cut down so we don't spread it. K. Tyler explained we're not supposed to bring it across town lines to limit the spread of the EAB. Recent studies show all the surrounding towns to Westford already have it.

### **Highway Budget**

Tommy O'Connor, Town Administrator, went over the FY'25 Highway Budget Status Report.

D. Jorschick asked S. Cushing if the Road Crew was going forward with the purchase of the trailer as previously approved. They were. It is a dual use trailer to haul the skid steer and hydroseeder. The chloride trailer is specific to the chloride sprayer.

### **Liquor License Renewals – Westford Provisions**

Westford Provisions has applied for a 1<sup>st</sup> Class, 2<sup>nd</sup> Class, and 3<sup>rd</sup> Class Liquor License. These are the same licenses they have had in previous years. The selectboard needs to approve the licenses in order to complete the renewal process. J. Andrews moved to approve the licenses for WP. D. Jorschick Seconded. Motioned Passed 4-0.

### **Update from Essex Rescue**

This is their quarterly report. T. O'Connor had highlighted a few things of interest. Their mutual aid request is down. There were 10 calls in the first part of 2026 that ER responded to.

### **Mowing Bids for Town Properties**

We had four bids for the mowing of Town Properties. The contract would be for three years. C. Mathieu wanted to bring attention to a common problem in the industry. In the past when we've hired contractors whether it was for ditching or mowing etc. they are required to carry specific liability and worker's compensation insurance. C. Mathieu did not see workman comp language in the bid packet. P. Haller noticed that the Spaulding bid was for mowing, but they didn't give a total cost of mulching or perennial garden. Robert & Sons bid was contingent on also getting the Cemetery Contract.

B. Peck thought the company that mows the Common should also carry insurance. Zack Audet stated re: Robert & Sons that they have both insurance and worker's comp. P. Haller asked about the spring cleanup and mulching. They had not done it in the past for us but would be willing to do so. Lori Johnson thought that Robert & Sons had been good to work with in the past. Zach added that he'd tried to stay in line with what R & Sons had done in the past. C. Mathieu thought based on who bid on the Request for Proposal and what he knew about Robert & Sons he would recommend them, the town had a long history with them as a contractor. He made a motion to go with Robert & Sons with a three year contract with annual renewals. J. Andrews seconded.

Lynn Gauthier was present from the Cemetery Commission. They were concerned that they haven't seen a lot of the spring/fall cleanup done well. They had two recommendations. One for Issac Spaulding and the other for Randall Richardson. None of the bids include the Brick Meeting House. P. Haller asked Zack that the R & S quote was contingent on the Cemetery, but the Cemetery had not recommended R & S.

Motion failed 1-3.

The board wanted to approve the contract for one company based on the two separate requests. The Cemetery is recommending Spaulding or Randall Richardson. J. Andrews moved to accept the Cemetery Commission recommendation for Spaulding for their mowing contract. D. Jorschick seconded. Motion passed 4-0.

Based on cost from Spaulding, P. Haller motioned to accept Spaulding's services. D. Jorschick seconded. C. Mathieu asked if we could amend the motion to a 3 year contract with annual renewals. The board was supportive of that. Motion passed 3-1.

### **UVM Capstone Project Update**

Kyle Buck from UVM was present. The capstone project group had revised some grant information for the scavenger hunt. The property maps are being finalized. Some things that need to be addressed: the property maps and the Westford resilience index. May 2<sup>nd</sup> the students are going to Westford school to pick up the invertebrate study and meeting with students. They have educational signage which has been completed. The students are looking for final approval on the survey before it goes out to the town. J. Andrews is thrilled the students are doing this work, and a public service. Also she mentioned from a nostalgic perspective she was pleased the students were working with the water quality data collected by Kurt Sherman over the years.

B. Peck wanted an explanation on how they're going to proceed from their mapping and how it's approved to be on the state's website. Is it going to be looked at by a professional at the state? K. Buck noted that he's the data steward for the project and he is a professional. He's worked for the federal government for 10 years and has a lot of experience in meta data creation and standards. He's taken responsibility for anything that goes forward on the states

website.

K. Tyler wanted to let the board know that she has Mr. Sherman's email and Elizabeth Ploof, the current teacher, is on the WCC. She has shared that email with Elizabeth so they could get connected.

Camille Nelson from UVM was present. She understands with the introduction paragraph there was some miscommunication with how it was worded. She was wondering with that section, if there were certain topics, a specific number of questions, and what conditions should the questions be presented in a certain manner? P. Haller read the introduction paragraph out loud for the meeting. The Board praised the student group for the hard work they've done and also thought the signage was very well done and engaging. J. Andrews motioned to empower P. Haller to work with the students to get the survey to a conclusion, D. Jorschick seconded.

Motion passed 4-0

Max Tyler was present. He was in favor of more information vs less so he was happy this was moving forward. He knows that the upcoming UPWP project that is related to 1705 outreach will need a lot of town input. P. Haller noted that the town wanted to hire a town planner and they might use that role instead of the UPWP offer. Ben Bornstein clarified at the first public hearing all the applications for the UPWP.

Motion passed 4-0.

### **VAST Update**

Nick Nichols asked that the board discuss the VAST issues. J. Andrews asked we table this discussion to when N. Nichols was present. The board moved this to the next meeting.

### **Sheriff's Report**

J. Andrews moved to accept the contract for the law enforcement. D. Jorschick seconded.

Motion passed 4-0.

### **TREASURER REPORT**

#### **Review FY'25 General Fund Budget Status Report**

T. O'Connor, Town Administrator, went over the FY'25 General Fund Budget Status Report.

#### **Review and Approve Accounts Payable and Payroll Warrants**

The Selectboard reviewed and approved the accounts payable and payroll warrants.

### **TOWN ADMINISTRATOR REPORT**

T. O'Connor, Town Administrator, gave the Town Administrator's Report.

### **CORRESPONDENCE**

Correspondences w/ M. Tyler and K. Tyler regarding possibly setting up recurring updates

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with the local school board representatives. J. Andrew will contact a member from the board. Correspondence about speeding on Abbey Road. Tommy and Pat has responded to Amy. Carol Winfield regarding Beaver Deceiver installation. The board thanked Skip for his hard work.

Vicky Ross asking about next steps for appointing a new treasurer. P. Haller stated there would be an upcoming meeting on Monday, May 11th. The meeting will include P. Haller, Martha Heath (JP), and Lynn Bursell (JP) who will figure out what residents will join them on the nominating committee.

B. Peck sent in correspondence regarding M. Bartholomew and the Dog Warden duties. L. Johnson regarding risk promoting river access. C. Winfield asked the board to send thank you to the funders for the beaver deceivers, Tommy is working on it.

### **COMMUNICATION**

Once Pat has set meetings with the nominating committee they will put out a call for candidates for Town Planner, Treasurer, DTC, and Lister.

Green Up Day, May 2<sup>nd</sup>.

### **EXECUTIVE SESSION**

P. Haller motioned that premature public knowledge revolving personnel and legal would place the town at a significant disadvantage. J. Andrews seconded. Motion passed 4-0. P. Haller moved to enter into Executive Session at 8:33 p.m. and invited Tommy O'Connor. D. Jorschick seconded. Motion passed 4-0.

The Selectboard exited the Executive Session at 8:40 PM. The Selectboard received an update from the Town's Attorney, no action was taken.

### **ADJOURN**

The meeting adjourned at 8:41 p.m.

Respectfully Submitted,  
Pat Haller  
Selectboard Chair

Callie Hamdy  
Minute Clerk

## GUEST LIST

Lynn Gauthier  
Dave Gauthier  
Kim Guidry  
Ira Allen  
Benjamin Bornstein  
Barb Peck  
Max Tyler  
Lori Johnson  
Carol Winfield  
Kirstin Tyler  
Elias Rosenblatt  
Michael G  
Dick Lavallee  
Steve Chesser  
Erin Ramsey  
Michael Erdman  
Maureen Wilcox  
Zack Audet  
Kyle Buck  
Camille Nelson (UVM)