

**TOWN OF WESTFORD
PLANNING COMMISSION MEETING
MINUTES FOR JUNE 15TH, 2026
APPROVED ON ****, 2026**

Commissioners Present: Max Tyler, Kirstin Tyler, Will Dunkley, Ben Bornstein

Commissioners Absent: Art Woolf

Also Present: Harmony Cism (Planning Coordinator & Zoning Administrator), Maria Barden (Minute Clerk), Lori Johnson, Barb Peck, Francois Ross (DRB), Pat Haller (Selectboard), Bill Cleary (DRB), Greg Baker (DRB), Darren Schibler (CCRPC), Maya Balassa (CCRPC), Nick Nichols (Selectboard)

The meeting began at 6:30pm, the meeting was held in person and via zoom.

Amendments to the Agenda

None.

Citizens to be Heard - Items not on agenda

None.

Approval of Minutes - June 1, 2026

B. Bornstein moved to approve the June 1st, 2026 minutes as amended. **K. Tyler** seconded, motion passed 4-0.

Essentials of Land Use Planning Training - CCRPC

CCRPC gave a training/presentation to the Planning Commission about what they do at CCRPC and Municipal Planning.

Main points that were discussed:

- Planning for a vibrant, sustainable community,
- Implementing the plan,
- Meetings, hearings, due process,
- Seed bank/bike rack.

Some of the discussion points touched on the planning process steps, what a Municipal Plan is and why it is important to have one, and some benefits of having a regionally approved and confirmed plan. They also discussed Vermont Planning Process Goals and the importance of public participation at all levels. (IAP2 Spectrum of Public Participation is a great tool for public engagement). For more help with community engagement CCRPC is a useful resource, you can also look to professional facilitators.

The Planning Commission and members of the public had a chance during the presentation to ask questions and make comments.

Work Plan Review

Next meeting: July 20th, 2026

Possible joint meeting with the Selectboard coming up - no set date yet.

M. Tyler moved to adjourn, **K. Tyler** seconded. Motion passed 4-0.

Meeting adjourned at 8:46pm