

Common Committee Reference, background information

Mission: To keep Westford's historic common as intact as possible for the enjoyment of the (town's) people. To oversee the use and enhancement of the Common.

Authority: To oversee the funds that Henrik Kruse left in trust for the committee to use for the enhancement of the Common. The committee also cares for the Common's tidiness, other than the mowing which the town is responsible for. The Committee is an advisory group and provides regular inputs to the Selectboard on issues affecting the Common.

Various items/events on the Common are the responsibility of other groups or organizations in the town. The Little Library is the responsibility of the Girl Scouts who installed it. The Doggie bag dispenser is the responsibility of the town. The swingset was installed as a project of Melissa Manka and the PC and is the town's responsibility. The ice rink has a paid rink master and is the responsibility of the recreation department. The music series and other events have their own organizers.

SB meeting 7/13/2023 Permission to trim trees and shrubs as needed.

The Common Committee is requesting authority to trim trees on the common and at the library every year going forward as needed so they do not have to come to the Board annually for permission. Lee McClenny made a motion to approve the Common Committee trimming all flora on the common and at the library going forward, seconded by Bill Cleary. Motion passed: 3-0.

SB minutes 11/11/21

Town Common Committee request for procedural change for expenditure request

Caroline Brown was present. The Common Committee was requesting permission from the Westford Selectboard to use money from the Common Fund for repairs and improvements of the Common up to \$500/request, not to exceed \$2000/year, after review and approval by the Town Administrator and Town Treasurer instead of requiring Selectboard approval for all such requests. Any larger requests, or items which the Town Administrator and Treasurer question, would still require approval by the Selectboard. Bill and Dave both felt this was fair. Dave Baczewski made a motion to approve the Town Common Committee's request to expend funds from the Town Common Fund up to \$500 per request not to exceed \$2,000 a year upon approval of the Town Administrator and Town Treasurer, seconded by Bill Cleary. Motion passed: 2-0

SB 7/1/22 Political uses of Common

REQUESTS FROM POLITICAL CANDIDATES TO PARTICIPATE IN FOURTH OF JULY PARADE & USE TOWN COMMON

The Town received another request from a political candidate to participate in the Fourth of July parade. It was noted that the motion made at the June 23, 2022 meeting was meant to be broader to include candidates that are directly affiliated with Westford not just the two who were mentioned in the motion. In addition, the Town received an application for a Meet the Candidate event on the town common from a political candidate. This use is not one of the pre-approved uses the Town Common Committee and Town Administrator can approve. The Board feels that as long as the Town treats all major political parties equally and the candidates have a direct affiliation to Westford, then they are fine with the Town Common Committee and Town Administrator approving applications from political candidates.

Lee McClenny made a motion to authorize the Common Committee to grant permission to

bona fide political representatives of Westford and bona fide candidates for positions representing Westford to use the Town Common for events consistent with existing regulations for use of the common and that this authorization extends for participation in the annual Fourth of July parade, seconded by David Baczewski. Motion passed: 3-0.
