



**SELECTBOARD MEETING
TOWN OFFICE & ZOOM
August 13th, 2026, 6:15 P.M.**

<https://us02web.zoom.us/j/83574000385?pwd=Tvh8XBCUWOHkXDGP0G11J1KB3JB9Ba.1>

Meeting ID: 835 7400 0385 - Passcode: 8YYyvE

OR dial +1 646 931 3860 – Meeting ID: 835 7400 0385 – Passcode: 853935

Please note that agenda times are approximate and are subject to change.

AGENDA

1. **CALL TO ORDER**
 - a. (6:15) – Roll Call
 - b. (6:20) – Changes to the agenda
2. **(6:25) – PUBLIC COMMENT** (Items not on the agenda)
3. **(6:30) – MINUTES: July 23rd SB Meeting** (Review and Approve)
4. **(6:40) – CCRPC UPDATE (Ben Bornstein)**
5. **HIGHWAY DEPARTMENT**
 - a. (6:50) – Review Road Schedule
 - b. (6:55) – Review FY'25 Highway budget status report
6. **TREASURER**
 - a. (7:05) – Review FY'25 General Fund budget status report
 - b. (7:15) – Review and approve accounts payable and payroll warrants
7. **DISCUSSION**
 - a. (7:20) – Employee Review Updates
 - b. (7:25) – Resident Discussion on Current Land Taxing
 - c. (7:35) – Access Permit Approval – Replacement Permit
 - d. (7:40) – DRB Fee Waiver Request – Sketch Plan Review
 - e. (7:45) – Zoning Administrator Report
 - f. (7:50) – Town Administrator Report
 - g. (7:55) – Town Facebook Page (soft launch)
 - h. (8:00) – Invasive Species Discussion – Japanese Knotweed on Town Property
 - i. (8:10) – Potential Seasonal Trail Closure (Goodrich, Covey, Schultz & Seymour)
 - j. (8:30) – Fire Truck Bond Update
8. **(8:35) – CORRESPONDENCE**
9. **COMMUNICATION**
 - a. Updated Common Use Application
10. **ADJOURN**

The next regular Selectboard Meeting will be held on August 27th, 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 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.

SELECTBOARD MEETING
July 23, 2026
Draft Minutes

Present: Pat Haller
Julia Andrews
Deb Jorschick

Callie Hamdy
Tommy O'Connor

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

Amended language discussed for the Girr license agreement.

PUBLIC COMMENT – Items Not on the Agenda

Dave Gauthier was present. He wanted the road crew to check out the bridge on Cambridge Road as it had some holes.

Lori Johnson was present. She liked tonight's agenda format.

MINUTES

J. Andrews moved to approve the July 9, 2026 minutes as written. D. Jorschick seconded. Motion passed 3-0.

GIRR LICENSE AGREEMENT LANGUAGE

Previously the board had entered into a license agreement with the Girr's as part of their subdivision. They had motioned that \$500 be held in a non-interest bearing account, but unfortunately the only non-interest bearing account that the town has is the Cemetery account and it cannot go there. P. Haller motioned that the applicants shall submit \$500 to be held in escrow to cover the legal costs. J. Andrews seconded. Motion passed 3-0.

Chittenden County Regional Planning Commission UPDATE

Ben Bornstein, CCRPC Representative, was present. He's been tracking when the land use review board might respond for our request for less than a full tier 1 B. Last Wednesday there was a meeting between LURB and CCRPC staff. Final submissions were made. LURB now has 15 days to respond in writing. Ben was at the CCRPC monthly meeting in person and spoke with Taylor Newton and Charlie Baker. The conversation was about how in Westford we're very keen to put our best foot forward and that two years is not a long time to update the town plan. CCRPC does a full review of town plans in advance of updates and will go through with a keen eye looking through the items that need to be synced and amended based on the new ECOS plan that was just passed. They will provide a data update and also provide an array of new mapping capabilities to assist us. He volunteered for membership on the Unified Planning Work Program subcommittee and was approved along with the long range planning committee. CCRPC and personnel came and held a meeting last Thursday with the chair of the Selectboard and with Harmony, Zoning Administrator, and the Planning Commission (PC). It was productive in respect to the three UPWP projects that were approved. There is an emergency energy resilience report due. Ben had managed to save \$2,000 by negotiating a

better deal on one of the audits we have to do, but it's been hard to get people to spend the remaining \$2,000.

There was discussion and a vote on the language access program. Ben personally believes the concept is valid but voted to abstain because based on the SB's direction over the past few years, there was no data or ceiling on how much or could be spent on such a project, but in theory it is a great inclusive idea. During the previous discussions about the project, Ben had raised the prospect on saving substantial money by using AI for translation. J. Andrews came from the perspective that the vast percentage of people that need translation services are not from our community. Did CCRPC parse that out? Ben explained because it has yet to be run as a program CCRPC does not yet know. Based on demographic research from a previous project it identified there is a spectrum of Spanish and French speakers along with other languages.

Max Tyler, PC Chair, was present. They met last week with CCRPC. They brought their project leads and some senior staff members that will be playing support roles. The three projects that are now getting underway are 1705 Public Outreach, Grant Writing Technical Support, and Scoping Project for Pedestrian Pathway on Brookside Road. Aside from that, they also discussed potential grant subjects such as stormwater near the Common and whatever might come out of the 1705 study in terms of a phase 2, and the pedestrian path project overall. The PC was moving towards initiating a town plan update soon, hoping to update the plan in 2028 even though it was not due until 2029. The reason to push it forward was trying to push forward other growth areas in town aside from the Town Center. He noted the pedestrian path study is just a feasibility study and that the town has made no decisions yet on making a decision on such a project. There was discussion with 1705 and the pedestrian path there is opportunity to think about that linkage from the town center to the school as a community development/relationship, but this is still in early discussion. CCRPC is working to formalize the project kickoff language/contract with the town to invoke their work and those will be forthcoming. The Planning Commission will be taking a lead role in the 1705 outreach.

ROAD SCHEDULE

Sean Cushing, Road Foreman, was not present. P. Haller went over the road schedule from July 10, 2026 to July 23, 2026.

FY'26 HIGHWAY BUDGET STATUS REPORT

T. O'Connor went over the FY'25 Highway Budget Status Report.

FINAL UPDATE ON WESTFORD-MILTON ROAD & FINAL PAYMENT

Pike's representative had been away. Sean had some questions regarding the final payment and Pike told us to hold off until they run final numbers and adjust things. Work is done on the road, but our final number is likely to be lower.

TREASURER FY'26 GENERAL FUND BUDGET STATUS REPORT

There was no treasurer. MJ had shared the document with the Selectboard who went over it. The board discussed how they might handle the overage in the future and where that might be applied. Ultimately they decided that such warranted a larger discussion at a later date. Julia Andrews asked about the Summer Concert Series line item.

REVIEW AND APPROVE ACCOUNTS PAYABLE AND PAYROLL WARRANTS

The Selectboard went over the Accounts Payable and Payroll Warrants.

MYERS TOWN WIDE TRASH DISCUSSION

Joe Sinagra from Myers was present. P. Haller explained that the town has received a lot of complaints from residents on the inconsistent pickup times that have happened over the past month. Residents are wondering if there is a schedule change they should know about or what can be done to help residents know about when they should expect pickup. Joe noted that the driver that had done Westford's route for many years had moved on to another job. Myers has been training two new drivers to do the route. One of the changes is that in the past it was done with one truck. Until they can finalize the training it has been done with two trucks, one for trash and another with recycling. As our previous driver was comfortable with the route he'd done it as was comfortable to him, but the new driver is coming into town from the Fairfax side instead of the Essex side and is getting comfortable with the routine. P. Haller thanked Joe for his response time when communicated with. If they had another driver change he would like the town to know so that we can be pre-warned so we can best communicate with residents.

RECREATION COMMITTEE DISCUSSION

Bailey Greer and Greg Arendt from the Westford Recreation Committee (WRC) were present. They had some items they wanted to raise awareness of and make a request. There are three events every year the committee organizes and there is a coordinator with a stipend: Ice rink, 4th of July, and Turkey Trot. They are having a hard time retaining people that are willing to do this coordination work for the town. The \$500 is nominal and often requires a person reaching into their social circle and soliciting donations from the community. If we can't find people who are willing to help with coordinating these events it's very likely they will not reoccur. They are considering raising the fee that an event coordinator may earn for this, but out of the sense of community spirit they are concerned that individuals are not interested in doing this and this is a risk to the town.

B. Greer noted that it falls to the WRC if nobody steps up and they've had three different committee members step out citing Fourth of July burnout as part of their reason for stepping away. They are at a loss of where to look for volunteers but know these events are beloved by the town. The knowledge transfer when experienced organizers leave is not occurring. P. Haller noted that the board is beholden to their current budget that goes until June 30, 2027. If they wanted to budget more for the organizer fund they would need to do so during budget season. G. Arendt asked if there was a process for asking for additional funds out of cycle? They were doing so right now. The WRC only has three members remaining and are undecided on how to proceed and seeking advice on how to move forward. The Turkey Trot is currently the most critical because it is the chief revenue generating out of all the events. The inability to maintain continuative knowledge diminishes their efficiency in these areas.

J. Andrews felt this was a lot of problems becoming one larger problem. Historically the Rec Committee has been mostly a bunch of engaged parents. She wondered why the parents in town aren't engaging in the committee itself. The current committee are the most at risk for burnout next, the core volunteers are another. D. Jorschick thinks it sounds like time to put something in the newsletter for the community at large. They had already done so. She asked Tommy to speak to the amount of money we have squirreled away in the general fund of the

recreation department. T. O'Connor gave a brief rundown of their monies and budget. The things like the three different stipends, all the operational costs, equipment cost, money to support pump track, funds for running the turkey trot etc., Additional costs include the ice rink replacement and yearly costs that will eat into a good chunk of their money. They also reserve some money for replacing expensive things such as the soccer goals.

Clayton Wilburn was present. He wanted to speak to what was previously said. It probably already has been engaged parents, for example the previous owners of his house had completely maintained the ice rink in the past. He thinks what we're seeing is that the parents that can chip in are burnt through. Maybe we need to look for less traditional leadership in WRC if it wants to be continued, realizing that it's burnt folks out and they can try if their kids/life situation fits. P. Haller wondered if extra funds would prevent burnout. B. Greer thinks it might have other people in the community more enticed to step up, but even then she thinks they just need volunteers. G. Arendt noted they would like to maintain the tradition of volunteerism, but its increasingly difficult to attract these kinds of people. The stipend was built to try and find these kinds of people, but it wasn't a significant motivating factor.

P. Haller noted there were two years that we didn't have an ice rink and its loss was felt by the community. We got a volunteer to maintain it and got it back and it saw activity. Is that what we have to do to show the community the importance of these events? Such as not have Fourth of July? G. Arendt noted that Ada, the Rink Coordinator from the past year, was very passionate about the rink and did the work. She found it exhausting, but she finds it appreciated by the town and surrounding communities. She had to use a large network of friends and colleagues to set it up, take it down, and maintain it. If we get new rink boards she thinks she could do so again, but the WRC is also concerned that the experience of the past year was equal measure of enthusiasm and a future deterrent. It seems to J. Andrews that the folks she always sees on the rink are the Essex High School hockey team members and she's wondering if we could collaborate with the coaches there. This was already in the works.

G. Arendt noted the ice rink boards are beyond repair. He believes they are about 20 years old and that was a reasonable lifespan. They've priced out a \$5,000 replacement of the boards and to acquire paint and hardware sufficient to replace what we currently have. He would like to approach Center for Technology Essex and Essex High School and ask if they would like to build it under Ada's supervision as well as assembly in the fall. There are others out there that use it aside from the high schoolers and WRC thinks there's opportunity to reach out to the wider community. They believe if we don't get volunteers to build it they just might not build it. Ada thinks she could potentially get her colleagues and friends to build it, which is a massive task. WRC admires her ambition but doesn't think this is a reasonable expectation. In such event, WRC would return any funds meant for the rink back to the town. P. Haller clarified they are asking for \$5,000 to pay for the materials for the rink. That was true. D. Jorschick suggested a "buy a board" for advertising funding scheme could be a helpful way to get these unbudgeted funds. Dave Gauthier was present. He warned that Fairfax baseball had those banners out and the state made them take them down because they were considered billboards.

J. Andrews thinks the other thing we need to think about is that it does feel like WRC is sitting on a bunch of money and the board heard the very real uses for those funds, but it's all

ethereal at this point so it's hard to conceptualize how monies are used. The town does not have \$5,000 sitting in a bank account. She knows this is unpleasant information to receive but she wanted to be transparent. P. Haller noted the rink is something valued in the community and it is in the center of town and the Common Committee (CC) has a significant amount of money that has not been used and is gaining interest every year. Perhaps this would be a time to advise them to use some of those funds for the ice rink. B. Greer noted they had talked about it in a meeting. Back in 1994, Hendrick Kruse had donated to the town for improvements of the town common, noting he would love to see an ice rink there.

Lori Johnson was present. If the Recreation Committee wanted to send in a request to the Common Committee they were welcome to do so, but the CC funds are non-replenishing, it is a remainder from the one time donation. P. Haller understands this but countered that the town provides quite a bit of funding for the Common such as the Mowing, the portalet, the insurance, and the lighting and energy costs. He would like to see the Common Committee consider assisting the Recreation Committee with this venture. C. Wilburn noted that Rebecca Davanon had scoured the Town Minutes for how the rink came to be and they could not find anything concrete. He would not be against tossing in some funds as a donation for the rink.

There is also a steady and uninterrupted decline for coaching participation as adult leaders and they are broadly concerned they are not going to be able to maintain continuity. WRC is distressed; they feel the WRC and the Rink are important parts of the community. P. Haller thinks there's something going into the next newsletter. D. Jorschick and J. Andrews both offered suggestions for increasing volunteerism as well as ways to communicate these struggles to the community at large. J. Andrews thinks what she's seen regarding coaching is that sometimes parents feel they don't know enough to do it, but when you're coaching five year olds you don't need to know that much. P. Haller highlighted his appreciation for the WRC and asked them to come to the Selectboard more often with their concerns. He wanted to increase communication on these issues. Carol Winfield was present. She mentioned that the whole issue of volunteerism is a statewide and nationwide problem.

SPEED FEEDBACK SIGNS DATA

T. O'Connor had pulled data from the speed feedback times after a month of operation. He had pulled a random week as an example for the Selectboard. He noted that sometimes the number of vehicles can be artificially inflated if the sign reads a distant vehicle again when the vehicle comes closer. Cambridge speeds are a problem; there was one recorded going over 80 mph. Woods Hollow had a peak of 63 mph. P. Haller wondered if there was a way for a graphic to show the sheriff the speeds and when the high speeds are occurring rather than a timestamp. The software has a robust reporting system; we can dial down into the nitty-gritty and get a graph and send it over to the Sheriff.

L. Johnson had seen the one on Woods Hollow and was surprised to see it was 20 mph and she'd exceeded it on her bicycle. She thought it was curious that it was set to this since that 20 mph in that area is just an advisory safety speed for the curve in the road in that area, not the actual enforceable speed limit which is 35 mph.

UPDATE FROM ESSEX RESCUE

They are having trouble with a new truck and with staffing and they are trying to resolve both.

AFTER ACTION PLAN – TAX BILLS

There had been a struggle two weeks ago about getting the tax bills out because there had been an error that occurred in 1/3rd of the bills and Callie, MJ, and Maria worked hard to reprint and restuff almost 300 bills. T. O'Connor had spoken with New England Municipal Resource Center (NEMRC) about the issue and provided the board with an action plan going forward for NEMRC and the team. He highlighted that the continued work with NEMRC has shown that there's no one pinpoint-able thing that went wrong, but Chris from NEMRC had laid out a plan going forward. D. Jorschick suggested that we have a clear message on what the tax rate was after its set to the staff. P. Haller noted that we needed to not wait so last minute to set the tax rate itself. Part of why we've historically waited what the impact of the school taxes could be is to reflect on if we should adjust the municipal tax, but he doesn't think we need to wait until such a dire timeline. J. Andrews thought ultimately if the education rate comes in high, we can't adjust at that point because they have an approved budget they have to fund. When everything goes nice things come in at the right time and it makes sense to wait because there's a nice flow of information in a predictable way and that's not what happened this time.

JAPANESE KNOTWEED

The Westford Conservation Commission (WCC) had reached out regarding some invasive Japanese Knotweed that is becoming problematic in a few areas they suggest getting rid of, namely along 1705, the river, Misty Meadows trails. How do we plan to mitigate the knotweed from spreading? D. Jorschick spoke to this as she deals with it in a professional capacity. You cannot mow it; you cannot cut it. Whatever you do to it will encourage it to spread. There was a lot of work going on along Otter Creek. They are doing a process where they cut it down by hand and they are laying cages overtop to suppress it. What's happening now, people that are trying to sell property have to disclose that they have it on their property. The only thing that works is a pesticide/herbicide. In the last few years, it's gone crazy. It's hollow like bamboo and if you get it early enough it is edible. The more we can identify where it's popping up is super helpful, but we should leave it for now and talk more with the state about it in Deb's opinion. Kirsten Tyler from WCC had suggested using an invasive species specialists to remove a patch along the Misty Meadows, using WCC funds to cover the cost. J. Andrews wanted the board to make a motion to affirm and have Kirsten talk about a plan later. C. Wilburn was present. Unfortunately, he has Japanese knotweed on his property and it's along the property line with the Westford Historical Society. The newest shoot is close to their new septic mound and knotweed will wreck a septic mound. They're already talking with the state and a state certified injector for this type of weed work. They charge by how many trips and per application. Because it's an issue at his place, he's willing to share the cost for the injector. Max Tyler mentioned that he was in Cambridge on the LVRT and they have knotweed mitigation efforts going on over there. They might be a good point of contact. J. Andrews motioned to authorize the WCC to use their funds to work with an invasive species specialists to remove the knotweed patch along the school trails. D. Jorschick seconded. Motion passed 3-0.

SELECTBOARD RETREAT DATE OPTIONS

The board discussed potential dates for their retreat. They discussed August 8 as well as what subjects they might prioritize during the retreat.

UPDATES ON OPEN POSITIONS IN THE TOWN OFFICE

The nominating committee had nominated some treasurer candidates last week and the SB held interviews. They have put forward a candidate and offered the position. They are not completely done, the background check cleared this morning, and we are setting an onboarding date.

There was a matrix of delinquent tax collector (DTC) candidates, some of whom might want to do both DTC and treasurer. We still needed to offer this additional responsibility to the new treasurer, otherwise some other potentials were still on the table. J. Andrews thinks a next step is the committee to reach back out to people who might consider it to see if they will confirm or deny their interest or to repost it. P. Haller thinks they are currently reposting it.

Additionally, the Assessor, Teri Sabens, was leaving the position. Her last day is July 29th. The board needed to think of next steps. We already had one applicant with the same qualifications as Terri and has expressed starting on the 29th or close to it. Similar to our current assessor, they would be handling multiple towns. T. O'Connor noted next steps will be having an interview.

P. Haller had presumed we'd put out an advertisement for Town Planner and that the PC would have already been working on interviewing potential candidates. T. O'Connor noted that resumes have been delivered and Harmony had reached out to Ron Rodjenski for support. The PC, a SB member, Tommy, and Harmony would all be part of the interview. The board felt this was a good idea. J. Andrews volunteered to be the present SB member.

VOSHA SITE VISIT

Vermont League of Cities and Towns conducted an annual walkthrough in February. In discussion T. O'Connor noted that some actions we have to take immediately and others overtime. Lately a few other municipalities had a random visit from Vermont Occupational Safety and Health Administration and had significant fine for some small items. T. O'Connor had reached out to VOSHA; they have a program for municipalities and would provide an action plan. It's free of charge and while we're working through it and while we have deadlines VOSHA cannot do a random visit and fine us in the way other municipalities are occurring. The spaces will be the town garage and town office, and we'll have an action plan from there. P. Haller will be the attending SB member. He thanked Tommy for reaching out proactively.

EMERALD ASH BORER TRAINING ON JULY 31

The afternoon of Friday July 31st the task force for emerald ash borer in Westford, led by the Tree warden and Harmony will be training those to identify EAB.

CORRESPONDENCE

Correspondences from Rebecca Davanon that P. Haller had responded to regarding digging up Wild Parsnip.

Ben McElvaney regarding the Rec Committee's signage of the Common which was addressed last meeting. P. Haller had responded.

James Hazen regarding if the town might consider trail closures for trail that pass through private property like we did last year. P. Haller had responded and noted it will be on an upcoming meeting in August.

Will Dunkley and the WCC regarding the solicitation on the Town Common for 1705 information by the town on July 4th. Kim Guidry thanked Sean for the arrow signs.

COMMUNICATION

Recreation Volunteers, FPF post about Myers and remind people that Myers is not responsible for their large trash pickups.

EXECUTIVE SESSION

P. Haller motioned that premature public knowledge regarding legal would place the town at a significant disadvantage and enter executive session and invite Tommy O'Connor and Callie Hamdy at 8:38 pm. D. Jorschick seconded. Motion passed 3-0.

The board existed executive session at 9:11pm. J. Andrews informed the public that it came to light through the town attorney that the 2024 bond vote for the fire truck was not properly warned and we need to hold a re-vote on that bond. The board need to vote on the language tonight to get the bond on the ballot in November. Before it comes before the voters the board is going to come up with a communications plans so that voters feel properly prepared before voting. P. Haller motioned to put an article for bond on the back of the General Election ballot and that the bond language will read thusly: Shall general obligation bonds or notes of the Town of Westford in an amount not to exceed Four Hundred Seventy-Two Thousand and 00/100 Dollars (\$472,500), subject to reduction by funds from the Fire Department Equipment Reserve Fund, and having a maximum term of ten (10) years, be issued to fund the purchase and equipping of a fire tanker truck for the Westford Fire Department? J. Andrews seconded. Motion passed 3-0. Julia and Tommy will meet regarding communications.

ADJOURN

The meeting adjourned at 9:15p.m.

Respectfully Submitted,
Pat Haller
Selectboard Chair

Callie Hamdy
Minute Clerk

GUEST LIST

Ben Bornstein
Dave Gauthier
Harmony Cism
Clayton Wilburn
Michael Miller
Bailey Greer

Lori JohnsonMax Tyler
Darryl Montague
Carol Winfield
Greg Arnt
Joe Sinagra
Kim Guidry

GENERAL FUND & HIGHWAY FUNDS

GENERAL FUND & HIGHWAY FUNDS			28-Jul		10-Aug			PR % 15 GL % 12.5
Account		Budget	Actual	Actual % of Budget	Actual	Actual % of Budget	Change	
100-20 PROPERTY TAXES								
100-2000-00.00	Current Property Taxes	1,152,312	151,042.97	13.11%	530,474.57	46.04%	(379,431.60)	(379,431.60)
100-2005-00.00	Advance Year Property Tax	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2009-00.00	Late Tax Interest	2,500	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2010-00.00	Delinquent Taxes	40,000	24,735.69	61.84%	24,735.69	61.84%	0.00	0.00
100-2011-00.00	Delinquent Tax Penalty	4,000	1,978.84	49.47%	1,978.84	49.47%	0.00	0.00
100-2012-00.00	Delinquent Tax Interest	3,000	1,861.95	62.07%	1,861.95	62.07%	0.00	0.00
Total PROPERTY TAXES		1,201,812	179,619.45	14.95%	559,051.05	46.52%	(379,431.60)	(379,431.60)
100-21 LICENSES & FEES								
					0.00			0.00
100-2100-00.00	Liquor Licenses	185	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2110-00.00	Recording Fees	17,000	3,160.00	18.59%	3,930.00	23.12%	(770.00)	(770.00)
100-2120-00.00	Dog Licenses	1,700	9.00	0.53%	9.00	0.53%	0.00	0.00
100-2130-00.00	Building Permit	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2131-00.00	Access Permits	150	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2135-00.00	Excess Weight Permit	700	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2140-00.00	Marriage Licenses	150	15.00	10.00%	30.00	20.00%	(15.00)	(15.00)
100-2145-00.00	Copies	1,700	334.50	19.68%	344.75	20.28%	(10.25)	(10.25)
100-2146-00.00	Vault Time	200	17.00	8.50%	17.00	8.50%	0.00	0.00
100-2150-00.00	Auto Registration Fees	20	6.00	30.00%	6.00	30.00%	0.00	0.00
100-2155-00.00	Metal Dumpster	3,600	347.00	9.64%	347.00	9.64%	0.00	0.00
Total LICENSES & FEES		25,405	3,888.50	15.31%	4,683.75	18.44%	(795.25)	(795.25)
100-22 INTERGOVERNMENTAL								
					0.00			0.00
100-2229-00.00	Current Use/Land Use	85,145	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2230-00.00	State - Planning Grant	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2234-00.00	Burlington Free Press Gt	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2241-00.00	State - Misc. Grants	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2242-00.00	State - Traffic Fines	4,500	775.50	17.23%	775.50	17.23%	0.00	0.00
100-2245-00.00	State - Miscellaneous	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2248-00.00	Vt Act 68/Equalization	965	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2249-00.00	VLCT Grants	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2260-60.06	Wastewater Project RF1-26	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2260-60.07	VCDP - Grant - Pigeon Pro	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total INTERGOVERNMENTAL		90,610	775.50	0.86%	775.50	0.86%	0.00	0.00
100-23 PLANNING & ZONING								
					0.00			0.00
100-2350-00.00	Vault time/copier/fax fee	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2359-00.00	Building Permits	8,000	2,556.40	31.96%	2,606.40	32.58%	(50.00)	(50.00)
100-2360-00.00	DRB Subdivision - Sketch	700	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2361-00.00	DRB Subdivision - Prelimi	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2362-00.00	DRB Subdivision - Final	0	0.00	0.00%	500.00	100.00%	(500.00)	(500.00)
100-2363-00.00	DRB Subdivision Amendment	350	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2363-10.00	DRB Waiver	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2364-00.00	DRB Site Plan	325	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2365-00.00	DRB Variance	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2366-00.00	DRB Boundary Line Adjustm	0	175.00	100.00%	175.00	100.00%	0.00	0.00
100-2367-00.00	DRB Conditional Use	325	0.00	0.00%	325.00	100.00%	(325.00)	(325.00)
100-2368-00.00	DRB Zoning Appeal	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2369-00.00	ZA Admin Amendment	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2370-00.00	Certificate of Compliance	500	80.00	16.00%	80.00	16.00%	0.00	0.00
100-2371-00.00	Zoning Violation Fines	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2372-00.00	Certificate of Occupancy	700	75.00	10.71%	75.00	10.71%	0.00	0.00
100-2373-00.00	Home Occupation	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2374-00.00	CCRPC-BWQC	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2380-00.00	Legal/Professional Review	0	0.00	0.00%	0.00	0.00%	0.00	0.00

Account		Budget	Actual %		Actual %		Change	PR % 15
			Actual	of Budget	Actual	of Budget		GL % 12.5
Total PLANNING & ZONING		10,900	2,886.40	26.48%	3,761.40	34.51%	(875.00)	(875.00)
100-24 TOWN FUNCTIONS					0.00			0.00
100-2420-00.00	Metal Dumpster	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2421-00.00	Recycle Bins	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2422-00.00	CTCL - GRANT - ELECTION	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2423-00.00	1705 Rte 128	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2438-00.00	Holiday Basket Donations	2,000	0.00	0.00%	0.00	0.00%	0.00	0.00
Total TOWN FUNCTIONS		2,000	0.00	0.00	0.00	0.00	0.00	0.00
100-2705 TRANSFER IN					0.00			0.00
100-2705-00.00	Transfer In From Reserves	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2705-10.00	Transfer In - Fund Balanc	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total TRANSFER IN		0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-28 DOGS					0.00			0.00
100-2820-00.00	Dog Fines	200	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2821-00.00	Dog Shelter Fund	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total DOGS		200	0.00	0.00%	0.00	0.00%	0.00	0.00
100-29 MISCELLANEOUS					0.00			0.00
100-2900-00.00	Reimbursement School Exp	2,500	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2910-00.00	Use of Cash on Hand	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2920-00.00	Note Proceed Spiller Lot	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2930-00.00	Interest Income	12,000	817.72	6.81%	817.72	6.81%	0.00	0.00
100-2935-00.00	Interest-Restricted	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2990-00.00	Miscellaneous Revenue	0	13.00	100.00%	15.00	100.00%	(2.00)	(2.00)
100-2990-01.00	Misc Donations	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2990-02.00	Summer Concert Series	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2990-03.00	Nat'l Opioids Settlement	0	503.18	100.00%	579.67	100.00%	(76.49)	(76.49)
100-2990-04.00	CANNABIS VT CONTROL BD	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2990-05.00	Employee Training Grant	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2990-10.00	Town Sign Advertising	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2990-11.00	Maple Shade Town Forest-g	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-2990-12.00	Veteran Banners - REV	0	575.00	100.00%	575.00	100.00%	0.00	0.00
Total MISCELLANEOUS		14,500	1,908.90	13.16%	1,987.39	13.71%	(78.49)	(78.49)
Total Revenues		1,345,427	189,078.75	14.05%	570,259.09	42.39%	(381,180.34)	(381,180.34)
100-30 ADMINISTRATION					0.00			0.00
100-3000-10.00	Select Board Salaries	4,000	0.00	0.00%	0.00	0.00%	0.00	0.00
100-3000-10.01	Select Board Minute Taker	1,700	143.00	8.41%	143.00	8.41%	0.00	0.00
100-3000-11.00	Town Administrator	97,066	9,881.28	10.18%	13,339.37	13.74%	(3,458.09)	(3,458.09)
100-3000-12.00	Bookkeeper Salary	43,398	6,267.56	14.44%	8,257.38	19.03%	(1,989.82)	(1,989.82)
100-3000-13.00	Fire Warden Stipend	400	0.00	0.00%	0.00	0.00%	0.00	0.00
100-3000-13.01	Rec Coordinator Salary	12,004	1,384.62	11.53%	1,846.16	15.38%	(461.54)	(461.54)
100-3000-14.00	FICA Expense	26,671	2,650.22	9.94%	3,577.54	13.41%	(927.32)	(927.32)
100-3000-14.10	Childcare Tax	1,545	339.04	21.94%	451.11	29.20%	(112.07)	(112.07)
100-3000-15.00	Health Insurance	30,000	1,440.46	4.80%	1,664.72	5.55%	(224.26)	(224.26)
100-3000-15.01	Dental Insurance	1,000	163.28	16.33%	163.28	16.33%	0.00	0.00
100-3000-15.02	Disability Insurance	1,400	273.42	19.53%	273.42	19.53%	0.00	0.00
100-3000-15.03	Vision Insurance	250	0.00	0.00%	0.00	0.00%	0.00	0.00
100-3000-15.04	Cobra Ins Benefit	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-3000-16.00	Pension Plan Employer Exp	10,152	867.01	8.54%	1,164.31	11.47%	(297.30)	(297.30)
100-3000-17.00	Unemployment	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-3000-19.00	Office Equipment	2,500	(20.00)	-0.80%	-20.00	-0.80%	0.00	0.00
100-3000-20.00	Office Supplies & Repairs	5,000	417.13	8.34%	417.13	8.34%	0.00	0.00

Account		Budget	Actual %		Actual	Actual %		Change	PR % 15
			Actual	of Budget		of Budget	GL % 12.5		
100-3000-21.00	Employee Appreciation	500	0.00	0.00%	0.00	0.00%	0.00%	0.00	0.00
100-3000-30.00	Legal Notices	1,300	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-34.00	Postage	6,000	1,613.10	26.89%	1,613.10	26.89%	0.00	0.00	0.00
100-3000-40.00	Education S/B & Town Adm	500	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-42.00	Grant Writer	0	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-48.00	Property Casualty W/C	19,000	4,891.75	25.75%	4,891.75	25.75%	0.00	0.00	0.00
100-3000-50.00	Payroll Services Cintract	6,500	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-59.00	Admin Planning Consultant	0	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-60.01	Legal & Professional Fees	22,000	810.05	3.68%	810.05	3.68%	0.00	0.00	0.00
100-3000-60.02	IT Professional Services	15,000	1,959.62	13.06%	1,959.62	13.06%	0.00	0.00	0.00
100-3000-60.04	Software	1,500	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-60.05	Town Admin Computer	0	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-60.07	Audit Reserve Expense	0	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-60.08	Admin Cap't Budg't Exp	11,065	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-60.10	Holiday Basket Expense	1,200	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-62.00	Stationary & Printing	2,850	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-63.00	Newsletter printing	3,100	268.75	8.67%	268.75	8.67%	0.00	0.00	0.00
100-3000-74.00	S/B Town Adm Travel	300	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-75.00	Emerg'y Gener't Maint/Fue	2,000	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-76.00	Electric-Flag-Gaz-Street	1,800	174.31	9.68%	174.31	9.68%	0.00	0.00	0.00
100-3000-91.00	Interest Expense	50	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-92.00	Tax Abatements	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
100-3000-93.00	Estimated Uncollected Tax	0	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00
Total ADMINISTRATION		332,750	33,524.60	10.07%	40,995.00	12.32%	(7,470.40)	(7,470.40)	
100-32 CLERK/TREASURER					0.00			0.00	
100-3200-10.00	Clerks Salary	49,598	6,208.93	12.52%	8,121.88	16.38%	(1,912.95)	(1,912.95)	
100-3200-25.00	Treasurer Salary	16,142	0.00	0.00%	525.00	3.25%	(525.00)	(525.00)	
100-3200-30.10	Membership Dues	150	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3200-40.10	Education - Clerk's Offic	300	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3200-40.20	Education - Treasurer's	200	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3200-60.03	Supplies - Town Clerk	300	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3200-60.04	Supplies - Treasurer	500	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3200-60.05	Treas/Bookkeeper Computer	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3200-60.06	Clerks Computer	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3200-74.00	Travel	250	15.95	6.38%	23.93	9.57%	(7.98)	(7.98)	
Total CLERK/TREASURER		68,440	6,224.88	9.10%	8,670.81	12.67%	(2,445.93)	(2,445.93)	
100-33 BCA/ELECTION					0.00			0.00	
100-3300-10.00	BCA Salaries	600	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3300-20.00	Election Workers	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3300-30.00	Ballots Supplies & Votin	5,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3300-40.00	CTCL - GRANT - ELECTION	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3300-99.00	Election Misc Expense	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
Total BCA/ELECTION		5,600	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-34 AUDITORS/DELINQ TAX					0.00			0.00	
100-3400-10.00	Auditors Salaries	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3400-11.00	Audit/Independent	20,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3440-10.00	Delinq Tax Penalty Paymen	5,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3440-34.01	Delinq Tax Collectors Exp	100	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3440-40.00	Education-Auditors & D.Tx	50	0.00	0.00%	0.00	0.00%	0.00	0.00	
Total AUDITORS/DELINQ TAX		25,150	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-35 LISTERS					0.00			0.00	
100-3500-09.00	Assessor Contract Svcs	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-10.00	Listers Salaries	22,880	1,842.50	8.05%	2,310.00	10.10%	(467.50)	(467.50)	
100-3500-10.01	Reappraisal	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-20.00	Tax Mapping	1,250	0.00	0.00%	0.00	0.00%	0.00	0.00	

Account		Budget	Actual %		Actual	Actual %		Change	PR % 15
			Actual	of Budget		of Budget	GL % 12.5		
100-3500-30.10	Membership Dues	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-40.00	Education Listers	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-50.00	Supplies/Equipment	200	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-60.04	Software	865	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-60.05	Computer	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-74.00	Travel	200	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3500-74.01	Listing Subcontractors	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
Total LISTERS		25,395	1,842.50	7.26%	2,310.00	0.091	(467.50)	(467.50)	
100-36 PLANNING/DRB/ZONING					0.00	0		0.00	
100-3600-10.01	Planning Comm Stipend	2,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3600-10.02	PC Minute Clerk	1,800	88.00	4.89%	126.50	7.03%	(38.50)	(38.50)	
100-3600-30.00	Planning Legal Notices	750	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3600-40.00	Planning Admin Education	300	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3600-60.01	Planning Legal & Professi	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3600-60.02	Planning Special Proje	7,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3600-60.06	Wastewater Project RF1-26	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3600-60.07	VCDP - Grant - Pigeon Pro	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3600-99.00	Planning Maps & Miscellan	500	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3601-09.00	Planning Consultant	0	238.00	100.00%	238.00	100.00%	0.00	0.00	
100-3601-10.00	Town Planner Salary	30,836	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3601-10.01	Planning Assistant	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3601-40.00	Town Planner Education	250	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3601-60.05	Town Planner Computer	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3601-74.00	Town Planner Travel	200	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3620-20.00	DRB Stipend	2,800	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3620-30.00	DRB Legal Notices	500	70.20	14.04%	70.20	14.04%	0.00	0.00	
100-3620-40.00	DRB Education	100	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3620-41.00	DRB Minutes	300	0.00	0.00%	22.00	7.33%	(22.00)	(22.00)	
100-3620-42.00	DRB Grant Writer	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3620-60.01	DRB Legal & Professional	2,000	420.03	21.00%	420.03	21.00%	0.00	0.00	
100-3620-99.00	DRB Miscellaneous	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3650-10.00	Zoning Admin Salary	62,462	7,466.22	11.95%	10,217.73	16.36%	(2,751.51)	(2,751.51)	
100-3650-40.00	Zoning Admin Education	500	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3650-60.01	Zoning Admin Legal & Prof	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3650-60.05	Zoning Admin Computer	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3650-74.00	Zoning Admin Travel	300	6.82	2.27%	7.69	2.56%	(0.87)	(0.87)	
100-3650-75.00	Zoning Admin CCRPC-BWQC	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3650-99.00	Zoning Admin Miscellaneou	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
Total PLANNING/DRB/ZONING		113,598	8,289.27	7.30%	11,102.15	0.0977	(2,812.88)	(2,812.88)	
100-37 TOWN OFF BLDG & PROPERTY					0.00	0		0.00	
100-3700-68.00	Maintenance/Repairs	5,000	870.00	17.40%	870.00	17.40%	0.00	0.00	
100-3700-69.00	1705 Route 128 Property	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3700-70.00	Custodial Services	2,600	300.00	11.54%	300.00	11.54%	0.00	0.00	
100-3700-71.00	Mowing	10,000	1,000.00	10.00%	1,000.00	10.00%	0.00	0.00	
100-3700-75.00	Fuel	1,700	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3700-76.00	Electric	3,000	1,062.59	35.42%	1,062.59	35.42%	0.00	0.00	
100-3700-77.00	Telephone	3,200	198.23	6.19%	198.23	6.19%	0.00	0.00	
100-3700-78.00	Water Office & Library	600	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3700-79.00	Common Port-o-let	1,500	395.00	26.33%	395.00	26.33%	0.00	0.00	
100-3700-81.00	Improvements	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3700-81.01	Septic System Upgrade	30,000	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3700-82.10	Maple Shade Town Forest	0	0.00	0.00%	0.00	0.00%	0.00	0.00	
100-3700-83.00	Sports Field Maintenance	5,000	5,114.32	102.29%	5,114.32	102.29%	0.00	0.00	
Total TOWN OFF BLDG & PROPERTY		62,600	8,940.14	14.28%	8,940.14	0.1428	0.00	0.00	
100-38 CUSTODIANS					0.00	0		0.00	
100-3800-10.00	Custodian Contract	0	0.00	0.00%	0.00	0.00%	0.00	0.00	

Account		Budget	Actual %		Actual %		Change	PR % 15
			Actual	of Budget	Actual	of Budget		GL % 12.5
Total CUSTODIANS		0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-41 DOG WARDEN					0.00	0		0.00
100-4100-10.00	Salary	300	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4100-40.00	Education	50	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4100-74.00	Travel	50	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4100-75.00	Dog Shelter Expense	200	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4190-00.00	Miscellaneous	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total DOG WARDEN		600	0.00	0.00%	0.00	0	0.44	0.00
100-42 LAW ENFORCEMENT					0.00	0		0.00
100-4200-00.00	Law Enforcement Contract	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4200-10.00	State Police	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4200-20.00	Chittenden County Sheriff	26,500	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4200-30.00	CUSI	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00
Total LAW ENFORCEMENT		27,500	0.00	0.00%	0.00	0	0.00	0.00
100-43 EMERGENCY SERVICES					0.00	0		0.00
100-4310-00.00	Essex Rescue	12,655	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4320-00.00	Fairfax Rescue	14,000	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4330-00.00	Dispatching Services	15,160	0.00	0.00%	0.00	0.00%	0.00	0.00
Total EMERGENCY SERVICES		41,815	0.00	0.00%	0.00	0	0.00	0.00
100-45 FIRE DEPARTMENT					0.00	0		0.00
100-4500-00.00	Fire Department	69,086	15,000.00	21.71%	15,000.00	21.71%	0.00	0.00
100-4500-59.00	N/P 2018 Pumper Trk 9/07	28,852	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4500-60.00	N/P Fire Utility Tr -4/04	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-4500-60.01	Capital Budget Fire Res E	39,730	0.00	0.00%	0.00	0.00%	0.00	0.00
Total FIRE DEPARTMENT		137,668	15,000.00	10.90%	15,000.00	10.90%	0.00	0.00
100-48 CONSERVATION					0.00	0		0.00
100-4800-00.00	Conservation Commission	2,500	194.70	7.79%	194.70	7.79%	0.00	0.00
Total CONSERVATION		2,500	194.70	7.79%	194.70	0.0779	0.00	0.00
100-61 HEALTH OFFICER					0.00	0		0.00
100-6100-10.00	Health Officer's Salary	300	0.00	0.00%	0.00	0.00%	0.00	0.00
Total HEALTH OFFICER		300	0.00	0.00%	0.00	0	0.00	0.00
100-63 TRASH/RECYCLE					0.00	0		0.00
100-6300-00.00	Solid Waste Disposal	262,955	46,995.26	17.87%	46,995.26	17.87%	0.00	0.00
100-6304-00.00	Recycle Bins	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-6305-00.00	Recycling Exp.	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-6306-00.00	Metals Recycling Exp	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total TRASH/RECYCLE		262,955	46,995.26	17.87%	46,995.26	17.87%	0.00	0.00
100-68 CEMETERY & TOWN PROPERTY					0.00	0		0.00
100-6800-00.00	Cemetery Commission	9,000	0.00	0.00%	0.00	0.00%	0.00	0.00
100-6800-10.00	Cemetery Comm Stipend	450	0.00	0.00%	0.00	0.00%	0.00	0.00
Total CEMETERY & TOWN PROPERTY		9,450	0.00	0.00%	0.00	0	0.00	0.00
100-78 LIBRARY					0.00	0		0.00
100-7800-99.02	Transfer Out To Library	98,441	98,441.00	100.00%	98,441.00	100.00%	0.00	0.00
Total LIBRARY		98,441	98,441.00	100.00%	98,441.00	1	0.00	0.00

Account		Budget	Actual	Actual % of Budget	Actual	Actual % of Budget	Change	PR % 15 GL % 12.5
100-83 DEBT SERVICE					0.00	0		0.00
100-8310-13.00	N/P Spiller House -9/30	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-8310-14.00	N/P Maple Shade Town Forr	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total DEBT SERVICE		0	0.00	0.00%	0.00	0	0.00	0.00
100-93 DUES/ASSESSMENTS					0.00	0		0.00
100-9300-30.10	Chittenden Couny Tax	15,000	6,904.50	46.03%	6,904.50	46.03%	0.00	0.00
100-9300-30.11	CCMPO	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9300-30.12	CCRPC	3,253	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9300-30.13	VLCT	4,139	4,139.00	100.00%	4,139.00	100.00%	0.00	0.00
Total DUES/ASSESSMENTS		22,392	11,043.50	49.32%	11,043.50	0.4932	0.00	0.00
100-99 DONATIONS/MISC					0.00	0		0.00
100-9900-00.00	Miscellaneous Expense	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-01.00	TLC Grant 04-05	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-01.01	Donations - Other	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-02.00	Misc Jackson Forest	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-04.00	Opioid Settlement Fund	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-05.00	Brick Meeting House	2,500	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-05.01	Westford Common Hall	2,500	2,500.00	100.00%	2,500.00	100.00%	0.00	0.00
100-9900-05.02	Summer Concert Series	2,700	2,050.00	75.93%	2,350.00	87.04%	(300.00)	(300.00)
100-9900-05.03	Historical Society	1,500	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-07.00	Conservation Appropriatio	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-08.00	Rec Dept Appropriation	750	500.00	66.67%	500.00	66.67%	0.00	0.00
100-9900-09.00	Grant Matching Appropriat	25,000	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-10.00	Covered Bridge Restoratio	12,000	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-11.00	Stop Payment Refunds	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-12.00	Veterans Banners-EXP	600	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9900-99.00	TRANSFER OUT GL	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9905-00.00	Visiting Nurse	6,500	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9910-00.00	Agency on Aging (Age Well	1,500	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9920-00.00	Fairfax Fletcher & Westfd	100	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9930-00.00	Front Porch Forum	270	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9931-00.00	GBIC- Greater Burl Indust	200	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9932-00.00	Winooski Natural Resource	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9933-00.00	Essex High School Robotic	300	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9934-00.00	Winterfest	750	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9936-00.00	Westford Farmers Market	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9937-00.00	Howard Center	750	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9940-00.00	Steps to End Domestic Vio	300	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9941-00.00	Hope Works	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9942-00.00	VT Center Independent Liv	100	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9943-00.00	VT Family Network	250	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9944-00.00	COTS-Committee on Temp Sh	250	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9945-00.00	CHIPS	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9950-00.00	Brookside Cemetery	0	0.00	0.00%	0.00	0.00%	0.00	0.00
100-9951-00.00	Pleasant View Cemetery	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total DONATIONS/MISC		58,820	5,050.00	8.59%	5,350.00	0.091	(300.00)	(300.00)
Total Expenditures		1,295,975	235,545.85	18.18%	249,042.56	0.1922	(13,496.71)	(13,496.71)
Total GENERAL FUND		49,451	(46,467.10)		321,216.53	0		(367,683.63)
110-20 HWY CURRENT TAX REVENUE					0.00	0		0.00
110-2000-00.00	Current Taxes Hwy	1,103,596	91,966.34	8.33%	91,966.34	8.33%	0.00	0.00
Total HWY CURRENT TAX REVENUE		1,103,596	91,966.34	8.33%	91,966.34	0.0833	0.00	0.00
110-2705-00.00	Transfer In	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-2910-00.00	Use of Cash on Hand	0	0.00	0.00%	0.00	0.00%	0.00	0.00

Account		Budget	Actual % of Budget		Actual	Actual % of Budget	Change	PR % 15 GL % 12.5
110-50 HIGHWAY DEPT REVENUE					0.00	0		0.00
110-5000-19.00	State Grants	200,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-19.01	Rogers Rd Culvert 2020	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-19.02	Rollin Irish Rd NWRPC GRT	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-19.03	Old Stage Road Grant	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-20.00	Note Proceeds New Vehicle	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-25.00	Proceeds Sale of Equipmen	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-30.00	Reimburse Hwy School Exp	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-40.00	State Aid Roads Hwy	100,000	27,601.08	27.60%	27,601.08	27.60%	0.00	0.00
110-5000-40.01	Better Roads/RPC Grants	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-40.02	CCRPC Grant Hwy Projects	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-44.00	FEMA OCT 2017 WIND STORM	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-45.00	FEMA July 2023 Flood Cowi	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-49.00	Hwy Insurance Claim	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-50.00	FEMA Oct 2019 halloween S	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-51.00	FEMA Public Safety Dec 20	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5000-90.00	Misc Highway Revenue	0	2,650.55	100.00%	2,650.55	100.00%	0.00	0.00
Total HIGHWAY DEPT REVENUE		300,000	30251.63	10.1%	30,251.63	0.1008	0.00	0.00
Total Revenues		1,403,596	122,217.97	8.71%	122,217.97	0.0871	0.00	0.00
					0.00	0		0.00
110-51 HIGHWAY DEPT - ROADS					0.00	0		0.00
110-5100-10.00	Highway Salaries	365,071	39,479.21	10.81%	51,161.81	14.01%	(11,682.60)	(11,682.60)
110-5100-14.00	FICA/MEDI Expense	27,928	2,916.04	10.44%	3,771.89	13.51%	(855.85)	(855.85)
110-5100-14.10	Childcare Tax	1,606	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-15.00	Health Ins Expense	45,000	4,115.06	9.14%	4,581.55	10.18%	(466.49)	(466.49)
110-5100-15.01	Dental Expense	1,940	326.56	16.83%	326.56	16.83%	0.00	0.00
110-5100-15.02	Disability Insurance Hwy	1,225	390.40	31.87%	390.40	31.87%	0.00	0.00
110-5100-15.03	Vision Ins Expense	435	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-16.00	Pension Expense	10,796	917.39	8.50%	1,197.45	11.09%	(280.06)	(280.06)
110-5100-17.00	Unemployment	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-22.00	Gravel - Road Resurfacing	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-23.00	Town Ditching	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-24.00	Gravel	100,000	18,569.08	18.57%	18,569.08	18.57%	0.00	0.00
110-5100-24.01	Gravel - Road Rebuilding	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-24.02	Chloride	50,000	5,696.37	11.39%	5,696.37	11.39%	0.00	0.00
110-5100-24.03	Culverts	7,500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-24.04	Road Fabric	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-24.05	Hot Mix & Cold Patch	2,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-24.06	Guardrails & Fences	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-24.07	Seed & Mulch	2,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-24.08	Signs	2,500	1,555.17	62.21%	1,555.17	62.21%	0.00	0.00
110-5100-24.09	Stone for Culverts-Draina	7,500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-25.01	Sand	119,000	50,297.24	42.27%	50,297.24	42.27%	0.00	0.00
110-5100-25.02	Salt	28,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-25.03	Chains	5,500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-26.01	Gravel - Mud Season	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-26.02	Gravel - Unusual events	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-27.00	Blades	5,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-28.00	Tires	9,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-58.00	Equipment Rental	3,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.00	Contr. Services-Reg Maint	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.01	Contr. Services-Mud Seas.	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.02	Contr. Services-Misc.	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.04	Contr. Serv.-Tree Removal	7,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.05	Contr. Serv.-Roadside Mow	10,400	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.06	Contr. Ser-Unusual events	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.07	Contr. Serv.-Engineering	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.08	Contr.Serv.-Ditching	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.11	High Priority Road Projec	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-59.15	Highway Cap't Budget Proj	0	0.00	0.00%	0.00	0.00%	0.00	0.00

Account		Budget	Actual	Actual % of Budget	Actual	Actual % of Budget	Change	PR % 15 GL % 12.5
110-5100-59.16	Equipment Reserve Fund	55,230	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-60.00	State Grants	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-60.01	Rogers Rd Culvert - 2020	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-62.02	Westford Milton Rd Paving	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-62.03	Old Stage Road Grant	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-62.04	Cambridge Rd Paving	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.00	N/P 2012 Vol Grader-9/28	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.01	N/P 2014 West Star-8/05	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.02	N/P 2014 Ford F-550-2/21	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.03	N/P 2015 J. Deere Loader	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.04	N/P Current Exp Seymour 4	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.05	N/P Grant Anticipation	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.06	N/P 2017 West Star 7/05	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.07	N/P 2018 West Star-9/08	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.08	N/P 2020 International HX	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.09	N/P J.Deere/75G Excavator	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.10	N/P 2021 Chevrolet Silver	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.11	2022 Chevrolet Silverado	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.12	N/P 2023 GRADER 4/21/24	45,909	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.13	N/P 2024 47X WESTERN STAR	32,212	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.14	N/P NEW TRUCK 2025	32,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-65.15	2025 CAT 275 SKID STEER	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-66.00	Loan Interest N/P	13,248	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.00	R/M #527-Tk 2024 47X	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.01	#518-Tk 2014 - Ford F-550	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.02	#515 2008 Excavator Cat	5,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.03	#516 2012 Grader - Volvo	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.04	#524-TK 2021 Chevrolet Si	500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.07	#504-Tk 2000 Int'l 250	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.08	#522-Tk 2020 Internat'l	0	48.14	100.00%	48.14	100.00%	0.00	0.00
110-5100-67.09	#509-Tk 2005 Int'l Tandem	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.10	#523-J.Deere/75G Excav't	4,000	125.14	3.13%	125.14	3.13%	0.00	0.00
110-5100-67.11	#517-Tk 2014 West'r'n Star	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.12	Brush Hog	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.13	#519 2015 J Deere Loader	5,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.14	#520-Tk 2017 West'r'n Star	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.15	Hydroseeder	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.16	#521-Tk 2018 West'r'n Star	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.17	Wood Chipper (used 2015)	500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.18	#525-Tk 2022 Chev Silvera	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.19	#526-Tk 2023 GRADER	5,500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.20	John Deere Roller	500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.21	Power Washer	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-67.22	#527-Tk 2024 47X Western	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-68.01	Repairs & Maint-Trucks	23,000	888.73	3.86%	888.73	3.86%	0.00	0.00
110-5100-68.05	Repairs & Maint-Sander	500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-68.06	Repairs & Maint-Sm Equip	2,000	155.67	7.78%	155.67	7.78%	0.00	0.00
110-5100-74.00	Travel Expense	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-75.01	Diesel Fuel	65,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-75.02	Propane Gas - Generator	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-76.00	Streets - Electricity	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-95.00	Chloride tanks & pumps	500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5100-99.00	Transfer Out	0	0.00	0.00%	0.00	0.00%	0.00	0.00
Total HIGHWAY DEPT - ROADS		1,106,000	125,480.20	11.35%	138,765.20	12.55%	(13,285.00)	(13,285.00)
110-52 HIGHWAY DEPT - PERMITS					0.00	0		0.00
110-5200-20.00	MRGP Stormwater Permit	1,750	0.00	0.00%	0.00	0.00%	77.14%	0.00
110-5200-30.00	Petroleum Cleanup Fund	50	0.00	0.00%	0.00	0.00%	100.00%	0.00
Total HIGHWAY DEPT - PERMITS		1,800	0.00	0.00%	0.00	0	0.00	0.00
110-53 HIGHWAY DEPT - GARAGE					0.00	0		0.00

Account		Budget	Actual	Actual % of Budget	Actual	Actual % of Budget	Change	PR % 15 GL % 12.5
110-5300-20.00	Supplies	5,000	125.56	2.51%	125.56	2.51%	0.00	0.00
110-5300-21.00	Oil & Grease - Minor's Ga	1,300	40.69	3.13%	40.69	3.13%	0.00	0.00
110-5300-22.00	Shop Tools & Equipment	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-23.00	Equipment	2,000	1,500.00	75.00%	1,500.00	75.00%	0.00	0.00
110-5300-24.00	Communication Equipment	1,500	953.00	63.53%	953.00	63.53%	0.00	0.00
110-5300-25.00	Personal Protective Equip	1,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-40.00	Education Workshops	500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-48.00	Property Casualty W/C Ins	40,500	10,598.74	26.17%	10,598.74	26.17%	0.00	0.00
110-5300-50.00	Fire/Security System	1,500	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-60.00	IT Service & Software	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-60.05	Computer	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-68.00	Bldg Maint & Repairs	6,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-68.10	Garage Drain	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-71.00	Salt Shed Reserve	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-76.00	Electricity	4,000	630.04	15.75%	630.04	15.75%	0.00	0.00
110-5300-77.00	Telephone	1,910	25.00	1.31%	25.00	1.31%	0.00	0.00
110-5300-78.00	Water	100	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-81.00	Bldg Improvements	10,000	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-83.00	Storage Shed	0	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-85.00	Clothing Allowance	2,400	0.00	0.00%	0.00	0.00%	0.00	0.00
110-5300-99.00	Miscellaneous	1,000	83.31	8.33%	83.31	8.33%	0.00	0.00
Total HIGHWAY DEPT - GARAGE		79,710	13,956.34	17.51%	13,956.34	17.51%	0.00	0.00
Total Expenditures		1,187,510	139,436.54	11.74%	152,721.54	12.86%	(13,285.00)	(13,285.00)
Total HIGHWAY FUND		216,086	-17,218.57		-30,503.57			
Total All Funds		265,537	(63,685.67)		290,712.96			

Essex-Westford School Payments	Amount	Cumulative
15-Aug		
15-Nov		
15-Mar		

Note: We received the current Education Funding this reduced our payment from \$1,286,636.90 to \$1,014,987.53 decrease of \$271,649.37

Tommy O'Connor

From: Newt Scatchard <newtsat@yahoo.com>
Sent: Wednesday, July 22, 2026 8:44 AM
To: TownAdmin
Cc: selectboard
Subject: 958 and 964 RT 15

Hello Tommy,

This is Newt Scatchard I own 2 lots on RT 15 that had been combined by the town as 1 tax parcel. I was able to get a building permit for one lot in April. Harmony was great to work with and very helpful.

I had a surveyor map the lots accurately, and draw up a site plan at Harmony's request. I was happy to do that although arguably that may not have been legally justifiable. That cost 5600\$.

I have been trying to get the assessors to separate the lots as 2 tax parcels, since the beginning of May. That should be fairly simple as far as I know. Terri has been very resistant to doing this. I don't think that she has time and now she is moving. She hasn't returned my calls or emails for some time. After several months of this she spoke through Harmony, stating that I need a full survey although I made an accurate map already. This survey will probably cost about 6000\$, partly because of my neighbors having very large lots that will need to be partially mapped (180 and 40 acres). I talked to some attorneys and my surveyor and this requirement seems unique to Westford, not legally justifiable and very time consuming now that we are 3 months into this process. The surveyor could get to it in several months.

I am unable to list one of the lots for sale or apply for my building loan on the other lot until I can get these lots on separate tax bills. My surveyor has been asking to meet with Terry in person and have her explain the holdup and the requirement of a full survey with new pins etc.. He is willing to provide a map in any format that she wants, but she won't respond.

My feeling is that Terri is just too busy and is hoping to move and leave VT without doing this. She seemed irritated and accusatory the last couple times that I talked to her and unwilling to help me at all.

I would love to talk about this in person 802 309 4426

Thanks Newt Scatchard 958 RT 15 Underhill VT 05489 (Westford)

Tommy O'Connor

From: Newt Scatchard <newtscat@yahoo.com>
Sent: Thursday, August 6, 2026 10:20 AM
To: Listers
Cc: Harmony Cism; selectboard; TownAdmin
Subject: 958 964 VT RT 15

Hello, I am asking once again, to please have my 2 lots at 958 and 964 RT 15 Westford to be separated as tax parcels. Ideally I would like to get 2 separate amended tax bills, one for each. I may be able to work with an assessment and a letter from the town but I am not sure.

I am currently building on the 964 lot. Without seperate tax bills I am unable to process my building loan application, acquire insurance for 964, transfer the ownership of 964 from my trust to my girlfriend and I, calculate the title transfer tax for 964 or sell the lot at 958.

If you have any suggestions about how to proceed with this let me know. I am hoping that I can get new tax bills for each lot as quickly as possible so I am able to get my roof on my building and insurance as soon as possible..

Thanks,

Newt Scatchard 958 VT RT 15 05489 802 309 4426

Tommy O'Connor

From: Pat Haller
Sent: Thursday, August 6, 2026 5:48 PM
To: Newt Scatchard; Listers
Cc: Harmony Cism; selectboard; TownAdmin
Subject: RE: 958 964 VT RT 15

Newt,

From what I understand from our Town Clerk, there isn't something we can do as a Board, or that we can direct others to do based upon the interpretations of State Statute. From what I heard, the Town is prevented from dividing the tax bill in how you wish us to. However, I know you wish for a solution and I think the next step might be to ask your own attorney to propose what we do, citing how we might be empowered to do so in statute, in writing and then we might be able to ask our Attorney to review.

I suggest this because I trust our staff knows what they're doing but your attorney might have a solution that is allowed and our staff just don't know it, and then we can ask our attorney to corroborate if it is possible. If your attorney could provide something by the 13th for the SB to review that would be great.

Sincerely, Pat Haller
Chair, Westford Selectboard

From: Newt Scatchard <newtscat@yahoo.com>
Sent: Thursday, August 6, 2026 10:20 AM
To: Listers <listers@westfordvt.us>
Cc: Harmony Cism <zoning_admin@westfordvt.us>; selectboard <selectboard@westfordvt.us>; TownAdmin <townadmin@westfordvt.us>
Subject: 958 964 VT RT 15

Hello, I am asking once again, to please have my 2 lots at 958 and 964 RT 15 Westford to be separated as tax parcels. Ideally I would like to get 2 separate amended tax bills, one for each. I may be able to work with an assessment and a letter from the town but I am not sure.

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Thanks,

Newt Scatchard 958 VT RT 15 05489 802 309 4426

Tommy O'Connor

From: Terri Sabens
Sent: Monday, August 10, 2026 6:58 AM
To: Pat Haller; Newt Scatchard; Listers
Cc: Harmony Cism; selectboard; TownAdmin
Subject: Re: 958 964 VT RT 15

Good day,

There was an issue in splitting the lots into separate parcels for two reasons, one, the old deeds and the pre-survey results were about 2 acres off, Harmony & I went over this with the mapper Susan. I was waiting for a survey to be recorded in order to show the correct acreages. Two, if lots are contiguous and owned by the same entity/ownership, the state requires that we keep them combined but any title search shows there are in fact two parcels.

Joe Flynn from O'Leary & Burke came in on my last day, we talked about the completed survey, and he paid for it to be recording that day. Now that there is a recorded survey, there can be 2 separate lots, but they still need to stay combined according to Property Valuation & Review unless one of them gets deeded differently. I have never seen or heard of an issue with a lending institution not processing things when there is evidence recorded that shows clean titles, so I'm not sure what the title search shows since I'm not an attorney, but now that there is a survey recorded, it may work out.

Since the survey was recoded after April 1st of this year, the lot can't be broken out to its own parcel until the next grand list for 2027 as long as a transfer occurs showing it deeded differently than the parent lot.

Hope this helps.

Regards,
Terri J Sabens - VPA III
Municipal Assessor
1713 Vermont Route 128
Westford, VT 05494
Phone: (802) 878-4587
<https://westfordvt.us>
listers@westfordvt.us

Property Record Cards are online and can be found on the Lister's page on the town website.

From: Pat Haller <Pat.Haller@westfordvt.us>
Sent: Thursday, August 6, 2026 5:48 PM
To: Newt Scatchard <newtsat@yahoo.com>; Listers <listers@westfordvt.us>
Cc: Harmony Cism <zoning_admin@westfordvt.us>; selectboard <selectboard@westfordvt.us>; TownAdmin <townadmin@westfordvt.us>
Subject: RE: 958 964 VT RT 15

Newt,

From what I understand from our Town Clerk, there isn't something we can do as a Board, or that we can direct others to do based upon the interpretations of State Statute. From what I heard, the Town is prevented from

dividing the tax bill in how you wish us to. However, I know you wish for a solution and I think the next step might be to ask your own attorney to propose what we do, citing how we might be empowered to do so in statute, in writing and then we might be able to ask our Attorney to review.

I suggest this because I trust our staff knows what they're doing but your attorney might have a solution that is allowed and our staff just don't know it, and then we can ask our attorney to corroborate if it is possible. If your attorney could provide something by the 13th for the SB to review that would be great.

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Cc: Harmony Cism <zoning_admin@westfordvt.us>; selectboard <selectboard@westfordvt.us>; TownAdmin <townadmin@westfordvt.us>

Subject: 958 964 VT RT 15

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Thanks,

Newt Scatchard 958 VT RT 15 05489 802 309 4426

Planning & Zoning Report

To: Selectboard

From: Administrative Officer/Planning Coordinator

Reporting Period: July 8, 2026 to August 7, 2026

DEVELOPMENT REVIEW BOARD

July 27, 2026 meeting:

- The DRB held its annual reorganization, with the existing officers reelected to their respective positions.
 - Held a public hearing for a **Site Plan Review** application. The application was for a property off Route 128 in the R5, R10, and WRO Zoning Districts. The applicant requested site plan approval for an addition that would increase the footprint of a principal structure by more than 1,000 square feet. Pursuant to Section 421.A(5)(b) of the Westford Land Use & Development Regulations, increasing the footprint of a structure by more than 1000 square feet requires site plan approval prior to the issuance of a zoning permit. **The DRB approved the application.**
-

PLANNING COMMISSION

The Planning Commission met twice during this reporting period.

July 20, 2026 PC Meeting Highlights:

- The PC reviewed the most recent version of the campground standards proposed for inclusion in the updated Westford Land Use & Development Regulations.
- The PC discussed WRO/wetland buffers and made an informal decision not to pursue any changes to the WRO at this time.

August 3, 2026 PC Meeting Highlights:

- The PC did a section-by-section review of the proposed updates to the Regulations.

Upcoming UPWP Projects:

- Initial meetings have occurred to begin discussions on UPWP projects. Teams have been formed and contracts are being drafted.

Town Planner Search:

- An interview committee has been formed, and they are working on a list of questions to ask potential interviewees.
-

ZONING

Permits:

During this reporting period, 6 zoning permits were issued for the following projects:

- 1 new single-unit dwelling
- 1 new accessory dwelling unit (ADU)
- 1 new accessory structure (garage)
- 2 permits for adding >50 cubic yards of fill (driveway upgrade, leveling field)
- 1 minor Boundary Line Adjustment (BLA)

2 Certificates of Occupancy were issued.

2 Certificates of Compliance were issued.

Permit activity has decreased slightly compared to recent months.

42 permits have been issued so far this calendar year, compared to 37 permits issued during all of 2025.

Enforcement:

There are currently 7 active and/or perceived zoning violations:

Parcel #05OC024

- Perceived Violation: Unpermitted sheds located in setback; Unpermitted culvert and parking area within Water Resource Overlay (WRO).
- Warning of Violation issued May 2, 2023.
- During a phone conversation on June 1, 2023, the landowner indicated that the two unpermitted sheds were used to store equipment that would be moved to the new garage once construction was finished. Landowner indicated that the culvert is pre-existing, but it does not appear on 2013 grading plans & state wetland permit. Landowner indicated that wetland buffer area is not being used for parking.
- Zoning Administrator requested permission to conduct a site visit to verify that the structures have been removed but was not granted access to the property. **Compliance has therefore not been verified.**

Parcel #10OS071

- Violation: Failure to Cure Sign Violation.
- Warnings of Violation issued September 15, 2023, August 2, 2024, and October 10, 2024.
- **Formal Notice of Violation (NOV) issued July 21, 2025.** NOV was not appealed. Landowner never communicated whether they intended to clear up the violation.
- Visual inspection by ZA confirmed that the hanging sign was removed, but signpost remains in the ROW. Town Attorney has confirmed that the violation exists as long as the signpost remains in the ROW.
- The cure period has expired. Pursuant to Section 454.B(3) of the WLUDR, the Selectboard must determine whether and how the Town will pursue enforcement. The Selectboard discussed the violation at its May 28th meeting and sent correspondence to the landowner. **Further enforcement has been delayed until second landowner returns home in November 2026.**

Parcel #09PT015

- Perceived Violation: Unpermitted campground, lack of state wastewater permit
- Warning of Violation issued July 19, 2024.
- Landowner began compliance measures by obtaining DRB Conditional Use approval on March 12, 2025.
- Violation will not be cured until a zoning permit is obtained for the campground.
- A zoning permit cannot be issued until the landowner obtains a VT State Wastewater permit, as well as access permits from the Selectboard.
- To ZA's knowledge, the **campground continues to operate without the required zoning and State wastewater permits.**

Parcel #02CM036

- Perceived Violation: Unpermitted ditching and culverts within the Water Resource Overlay (WRO) and state wetland buffer.
- Warning of Violation issued August 22, 2025.
- District Wetland Ecologist Krystal Sewell has provided directive to either restore the property to its previous condition OR obtain a wetland delineation and apply for permits. Restoration is encouraged, as the activity in the wetland is unpermittable.
- **Ms. Sewell hopes to conduct a site visit to close out the inspection after restoration is complete.**

Parcel #07SE018

- Perceived Violation: Unpermitted accessory dwelling unit (ADU) (apartment above garage) discovered during town-wide reappraisal.
- Warning of Violation issued January 14, 2026.
- Current septic capacity/water supply are insufficient to support an ADU.
- Landowner will need to amend WW permit and apply for zoning permit, OR remove facilities for sleeping, cooking, and eating.

- Landowner has spoken with septic engineer and is deciding the best path forward.

Parcel # 06EL015

- Perceived Violation: Unpermitted ADU (apartment in basement) discovered during town-wide reappraisal.
- Warning of Violation issued February 26, 2026.
- Current septic capacity will not allow for ADU.
- Landowner is in the process of obtaining an amended WW permit, after which a zoning permit application may be submitted.

Seymour Trail: A potential zoning violation has been reported, but staff has not yet determined which property is involved. Multiple large loads of gravel have reportedly been trucked up Seymour Trail (from the Old Number 11 end), but it has not yet been determined where the gravel is being deposited. One landowner in the area was contacted but stated that their property is not involved.

Items for Selectboard Awareness:

Volunteer training for **Westford's Emerald Ash Borer Inventory Program** occurred on **Friday, July 31, at 2:00 pm** for residents who have volunteered to assist with the Town's ash inventory.

- Joanne Garton from the State of VT instructed volunteers on how to use the FieldMaps smartphone app to log ash trees within the Town's ROW. Approximately 10 volunteers have signed up to work on this inventory, which is expected to take place over the next several months. Data collected will then be used to assess next steps.



Town Administrator Report
August 13th, Selectboard Meeting

Over the past month I have been working on several projects while navigating some external issues. Since the last report I did have to be remote for three days as my mom undergoes treatment for pancreatic cancer.

In the last meetings of the selectboard I discussed the work with NEMRC on the tax bills and creating an implementation plan for the next cycle.

I continue to attend the monthly meeting of Town Administrators across Vermont. The discussions are very insightful and can help me in several ways. The past few topics were around shared use and personnel. The shared use conversations are again looking to come together with other like-minded towns that share personnel needs and work to create an arrangement to hire one person for multiple towns. This discussion is of course in very early stages as each job carries its own statutes and intricacies. As these conversations progress, I will work to update folks as soon as possible.

I was able to again meet with the Chittenden County Regional Planning Commission and their team responsible for outreach work around 1705. I found their questions to be very insightful and working to best capture the voices of Westford. There was no tangible items that arose from this meeting, it was simply the team beginning to think about the process and helping them locate historic items and support the best practices for reaching the residents.

We had our Vermont Occupational Safety and Health Administration visit. I want to thank Pat Haller, Sean Cushing, and the library substitutes that assisted in the visit. The report has been sent to us, and we are working on the corrective actions now. That report will be made available soon for the residents to see. One comment that stood out throughout the day was the compliment given to the Road Crew. The two-person team from the State of Vermont mentioned that the Town Garage was one of the better ones in the state. The direct quote was "It is nice to stand in the driveway, look into the garage and not immediately find violations." With that in mind, a special thank you to the Sean, Reggie, Matt, & Phil for working hard on keeping the garage and themselves safe.

The recent retreat of the Selectboard has created new projects as well. The bulk of the work is to review, analyze, and improve our Capital Reserve Program. The immediate tasks that have been



the focus include historical deep dives into the program and working to find errors and fixing them. One immediate change will be internal tracking systems. The internal systems are not working to best report out and share crucial information. The task will be to get these systems so that they can be accessed and read in their most current state upon request. I have met with Sean to set some time to work on the highway budget already and we will set time aside to complete a full inventory of heavy machinery. In our conversations we also agreed to work on creating a workbook that has large machines and data associated with them so that we can better provide information about lifespan and usage.

Looking forward we will have our audit in September and we are very close to budget request season.

Respectfully Submitted,

Tommy O'Connor
Town Administrator
Town of Westford

Tommy O'Connor

From: Kirsten Tyler <kirstenbeat@gmail.com>
Sent: Thursday, August 6, 2026 8:13 AM
To: Conservation Commission; selectboard; Pat Haller
Subject: Fwd: invasive treatment estimate

Good morning,

We had another invasive species specialist come out to see the invasive knotweed growing on town lands. Attached is his quote. It is my understanding that the SB approved the work on the school trails but I did not hear about 1705.

I would like to add this to the next SB meeting as an agenda item. Hopefully it will be a quick item. Dennis recommended that we act ASAP because the patch requires two treatments this year before the first frost.

Thanks
Kirsten
WCC

Begin forwarded message:

From: Dennis Bianco <dennisbiancovt@gmail.com>
Date: August 5, 2026 at 8:20:53 PM EDT
To: Kirsten Tyler <kirstenbeat@gmail.com>
Subject: invasive treatment estimate

Hi Kirsten!

Nice meeting you today. I have attached an estimate for both sites for the knotweed treatments only. Two (2) treatment visits to each site we walked through today. Thanks for reaching out and let me know if you would like me to add this project to the 2026 schedule.

Best wishes,

Dennis

VT Invasive Plant Control

802 923-6784

<Town of Westford Estimate_12_2026-09-04.pdf>



ESTIMATE

VT Invasive Plant Control
4302 Bolton Valley Access Road
Suite 397
Richmond, Vermont 05477
United States

8029236784

BILL TO

**Town of Westford 1705 Rte 128 patch
and School trail patch**
Kirsten Tyler

617 974-6103
kirstenbeat@gmail.com

Estimate Number: 12

Estimate Date: August 5, 2026

Valid Until: September 4, 2026

Grand Total (USD): \$2,095.12

Services	Hours	Rate	Amount
Knotweed Foliar Treatment 2 visit, foliar treatments to each site mid summer before flowering and before first frost 2026. Some cut-stump and bag treatment required at school trail patch along river bank.	1	\$1,805.00	\$1,805.00
Herbicide Cost \$10/gallon mixed AquaNeat (active ingredient glyphosate) @ 2% Triclopyr3 (active ingredient triclopyr) @ 2%. Aqua-Chem surfactant approx. 17-20 gallons	17	\$10.00	\$170.00
Mileage Federal standard .76/mile 2 way 2 days	112	\$0.76	\$85.12
Dye herbicide Colorant 1 quart	1	\$35.00	\$35.00

Grand Total (USD): \$2,095.12

Notes / Terms

Upon initial inspection I have noticed clusters of buckthorn and honey suckle spread through out 1705 location. Foliar and Cut-stump Treatment recommended.

Tommy O'Connor

From: Yahoo <bornbj@yahoo.com>
Sent: Monday, August 3, 2026 9:01 AM
To: selectboard
Subject: Goodrich Trail Permanent Hunting Closure for One Hunter - But It's OUR Driveway! If There's Any Safety Issue It's Because Someone Is Shooting With GUNS!!

Dear Selectboard :

The recent request slipped into the packet of last Westford Selectboard meeting demands a permanent 2 MONTH closure of Goodrich Trail to public usage.

1. This is OUR driveway - our access to our property for our heirs, successors and assigns, AND ASSIGNS; 2. Last year's "trial" closure was supposed to be just that, a "one off" to change the dynamic NOT to be the precursor to a permanent closure; 3. The Hazen hunting 2 month trail closure request disregards the fact that this is part and parcel of the trail maintenance policy process - because of his (and others) last minute and unannounced insertion of this restriction into the discussion. This issue is part of that process- to decide it without concluding the trail maintenance policy is a manipulation and hollows out the Selectboard's intent- it disenfranchises the entire public- both all town residents AND all others- and leaves the fundamental trail maintenance to disintegrate and disappear; 4. The request suggests it is based on concerns for "safety", however, if there is any "SAFETY" issue, it is the person running around the woods with loaded guns shooting at animals; 5. to those of us who have a legal right to travel and use Goodrich trail and for whom Goodrich Trail is OUR DRIVEWAY, it should be noted that despite prior and repeated CLEAR recognition of our rights to unfettered access and egress for all purposes (just as your access and egress over your respective driveways is not so encumbered) for our heirs, successors , and assigns, by Westford Selectboards - past and present- this hunter's request appears to diminish or omit this critical element; and 6. There is not one, not two, but THREE final court orders regarding our rights to use Goodrich Trail as OUR DRIVEWAY- placing a permanent ban on the public's usage of Goodrich Trail during the prime two fall months of beautiful foliage and cooler weather disenfranchises the entire public from reasonable use of one of the longest and most diverse PUBLIC trails in Westford; 7. Moreover- if there is a "safety" issue for the public and you remove the public, instead of telling the property owner not to be shooting across or near the trail, there is an implicit threat to the members of our family's safety. Is it really reasonable to say that it isn't safe for the members of the public but okay to subject my wife, children and grandchildren and those of our friends and working with us to the threat of being shot, killed or wounded by an errant bullet? Really? The responsibility for "safety" is on the person firing any weapon.

8. Closing Goodrich Trail permanently for two months each year places an adverse encumbrance on our rights to use the trail and as such is a direct violation not only of the spirit of the stipulated final court orders, but, inter alia, of paragraph 3 of the 2001 final court order. Placing an adverse encumbrance upon the use of Goodrich Trail is a violation of the terms of these final court orders; 9. Our family have been diligent stewards of the land for nearly 70 years. While we appreciate and have welcomed new arrivals and congratulate them on the elaborate structures they have built, their hunting activities cannot be allowed to adversely impact on our legitimate rights of access and egress, and/or to deny us, our heirs, successors and assigns, and assigns, any economic benefits of our respective parcels.

10. Members of my family feel threatened by the request to disenfranchise the public from the use of Goodrich Trail for any hunting period as it then exposes them alone to the full threat of any potential of being shot or injured.

11. Westford has a range of trails as do many other municipalities- routinely different trails are subject to different trail regulations- Schultz trail runs primarily through one landowner's property and arguably the town's right is that of a right of way overlay. However, despite the omission of their mention there are THREE final court orders and decisions regarding the access and use of Goodrich Trail. Any attempt to encumber these

rights constitutes an attempt to reinterpret the terms of those stipulated final court orders and is a violation of law, a violation of “res judicata.”

12. Goodrich Trail is OUR DRIVEWAY- and having hunting and shooting going on on, over, or about a driveway is both an implicit and explicit threat to those who must use it to access their land. This is not something we need to or will enter into negotiations over- there are already THREE FINAL court orders determining the parameters and rights. We have been diligent stewards of the land for nearly 70 years, we’ve met our duties and obligations under these final court orders and we expect that the town will continue to meet theirs.

Thank you,

Sincerely,

Benjamin Bornstein and family

N.B.: I reserve the right to further respond to such request as other issues, arguments and/ or claims may arise.

Thank you,

B. Bornstein and family and our

Heirs, successors and assigns, and assigns.

Sent from my iPhone

Tommy O'Connor

From: Pat Haller
Sent: Wednesday, July 15, 2026 4:06 PM
To: J Hazen; selectboard
Subject: RE: Goodrich Trail / Hazen / Closure

Jamie,

Thanks for the request. I have been working on some guidelines for the maintenance of the trails and am still doing so. However, this request can be mutually exclusive of the still pending draft of guidelines, which, in my mind at least, should be separate from any use restrictions. I believe use restrictions should be contained in our legal policies and ordinances.

We will likely take this up in an August meeting. I'm the current Chair and am responsible for setting agendas. I'll update you early August on when it'll be on our agenda.

Sincerely,
Pat Haller
Chair, Selectboard

-----Original Message-----

From: J Hazen <ridgerunner@gmavt.net>
Sent: Sunday, July 12, 2026 10:12 AM
To: selectboard <selectboard@westfordvt.us>
Subject: Goodrich Trail / Hazen / Closure

Good morning all -

My family and I hope you are all enjoying this beautiful summer. It is our first summer living on our property as Westford homeowners and not just landowners. We officially moved into our new build house late in 2026. Before we realize it fall will be upon us and we have started preparing for the upcoming hunting season.

We'd like to express a sincere thanks for the efforts you made to address the concerns about safety and the comfort of citizens and landowners by closing the trails in October 2025 for the hunting season. The 2025 temporary closure helped ensure not only the safety of our family but is a clear indication the Selectboard's willingness to cooperate and respect landowners rights.

I am officially asking that the Selectboard move to permanent close the trails during hunting season to the public again starting October 1, 2006. I don't believe I've had any correspondence on the trail matters for a few years now, but I hope you can realize what a positive message and action this would be.

Respectfully,

James Hazen
108 Repa Rd
Westford, VT 05489
802.922.5820

Tommy O'Connor

From: Pat Haller
Sent: Monday, August 10, 2026 6:30 PM
To: Tommy O'Connor
Subject: SB Packet

Tommy,
If possible, please put this in the packet, section of discussion of potential trail closure. Ben is ok with it being added.

Thank you!
Pat

From: Yahoo <bornbj@yahoo.com>
Sent: Tuesday, August 4, 2026 9:01 PM
To: Pat Haller <Pat.Haller@westfordvt.us>
Subject: Re: Goodrich Trail Permanent Hunting Closure for One Hunter - But It's OUR Driveway! If There's Any Safety Issue It's Because Someone Is Shooting With GUNS!!

Having people shooting near or across our driveway is an adverse encumbrance - for sure. I'm not sure anyone in town would want shooting around their driveways.

My wife is quite frankly terrified of getting shot by an errant firing - and she is someone who has lived through multiple attacks of Irani ballistic missiles -

If it's not safe for the rest of the residents of our town of Westford, it's not safe for us.

I have "assigns" people working on forestry and other potential projects who have said that they would be hesitant to travel on Goodrich trail if it was closed in this way. Note: there is a vast and redline distinction to be made between Schultz trail and Goodrich trail.

One is our and others' driveway and the other is primarily almost exclusively through one land owner's property, AND NOT the subject of THREE final court orders/decisions.

Thank you,
Benjamin Bornstein, Esq.*

* admitted to the District of Columbia bar, the bar of the Appellate Court of the District of Columbia, the U.S. Federal Court of International Trade, and the U.S. Supreme Court, not admitted to the bar in the State of Vermont

Sent from my iPhone

On Aug 4, 2026, at 11:29 AM, Pat Haller <pat.haller@westfordvt.us> wrote:

Ben,

Am I right in interpreting here, you're inferring that if the Town were to close trails during hunting season that the Town then places an encumbrance on your right of access?

Sincerely, Pat

From: Benjamin Bornstein <bornbj@yahoo.com>

Sent: Monday, August 3, 2026 1:06 PM

To: selectboard <selectboard@westfordvt.us>; Pat Haller <Pat.Haller@westfordvt.us>

Subject: Re: Goodrich Trail Permanent Hunting Closure for One Hunter - But It's OUR Driveway! If There's Any Safety Issue It's Because Someone Is Shooting With GUNS!!

Pat:

Thank you for your quick response. And I appreciate the continuing adherence to the terms of the three final court decisions. However, creating an adverse encumbrance that such a permanent 2 month closure would impose runs counter to the terms of those court orders. This is our driveway. Having shooting around and/or across it for two months is an encumbrance. Moreover, the process for the trail maintenance policy that was adopted last year included this issue, was not supposed to be a prelude to a permanent annual closure, and circumvents and undermines the process to resolve the trail maintenance issues. Once Goodrich Trail is closed down - the process regarding maintenance will remain linked but unresolved. It puts pressure on me and my family and exposes us to the threat of accident and/or mishap - indeed, the real "safety" concerns that supposedly the entire public would otherwise be exposed to.

Not fair, not right.

Thank you,
B. Bornstein

On Monday, August 3, 2026 at 09:25:41 AM EDT, Pat Haller <pat.haller@westfordvt.us> wrote:

Ben,

Thank you for this. I am sure that decisions we make will be crafted to protect your rights and to consider yours and others safety. Last year we closed the trail use to the general public, but not to those that have legal rights of ways to or through their property.

I do want to state that the trail use guidelines will not be covering trail closures, it is fundamentally a guideline for maintenance and the collaborative effort between the Town and those parties through which the Town's trail pass. Historically, our conflict with some property owners has been a result of unclear jurisdiction and communication requirements revolving around upkeep of the trails. This guideline is intended to address this issue alone. Any rules we establish outside of maintenance issues that have come up as new subjects not relating to maintenance, I believe should be considered for changes to our Ordinances and Policies, and follow the requirements of proper public participation of them. For example, if we wish to require dogs to be on leashes for these trails (Covey, Goodrich, Shultz, Seymore), this would I believe rightly be addressed in our Dog Ordinance, and referred to within our Trail Use Policy (global document).

Sincerely, Pat Haller

-----Original Message-----

From: Yahoo <bornbj@yahoo.com>

Sent: Monday, August 3, 2026 9:01 AM

To: selectboard <selectboard@westfordvt.us>

Subject: Goodrich Trail Permanent Hunting Closure for One Hunter - But It's OUR Driveway! If There's Any Safety Issue It's Because Someone Is Shooting With GUNS!!

Dear Selectboard :

Tommy O'Connor

From: Pat Haller
Sent: Monday, August 3, 2026 9:26 AM
To: Ben Bornstein; selectboard
Subject: RE: Goodrich Trail Permanent Hunting Closure for One Hunter - But It's OUR Driveway!
If There's Any Safety Issue It's Because Someone Is Shooting With GUNS!!

Ben,

Thank you for this. I am sure that decisions we make will be crafted to protect your rights and to consider yours and others safety. Last year we closed the trail use to the general public, but not to those that have legal rights of ways to or through their property.

I do want to state that the trail use guidelines will not be covering trail closures, it is fundamentally a guideline for maintenance and the collaborative effort between the Town and those parties through which the Town's trail pass. Historically, our conflict with some property owners has been a result of unclear jurisdiction and communication requirements revolving around upkeep of the trails. This guideline is intended to address this issue alone. Any rules we establish outside of maintenance issues that have come up as new subjects not relating to maintenance, I believe should be considered for changes to our Ordinances and Policies, and follow the requirements of proper public participation of them. For example, if we wish to require dogs to be on leashes for these trails (Covey, Goodrich, Shultz, Seymore), this would I believe rightly be addressed in our Dog Ordinance, and referred to within our Trail Use Policy (global document).

Sincerely, Pat Haller

-----Original Message-----

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Sent: Monday, August 3, 2026 9:01 AM
To: selectboard <selectboard@westfordvt.us>
Subject: Goodrich Trail Permanent Hunting Closure for One Hunter - But It's OUR Driveway! If There's Any Safety Issue It's Because Someone Is Shooting With GUNS!!

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The recent request slipped into the packet of last Westford Selectboard meeting demands a permanent 2 MONTH closure of Goodrich Trail to public usage.

1. This is OUR driveway - our access to our property for our heirs, successors and assigns, AND ASSIGNS; 2. Last year's "trial" closure was supposed to be just that, a "one off" to change the dynamic NOT to be the precursor to a permanent closure; 3. The Hazen hunting 2 month trail closure request disregards the fact that this is part and parcel of the trail maintenance policy process - because of his (and others) last minute and unannounced insertion of this restriction into the discussion. This issue is part of that process- to decide it without concluding the trail maintenance policy is a manipulation and hollows out the Selectboard's intent- it disenfranchises the entire public- both all town residents AND all others- and leaves the fundamental trail maintenance to disintegrate and disappear; 4. The request suggests it is based on concerns for "safety", however, if there is any "SAFETY " issue, it is the person running around the woods with loaded guns shooting at animals; 5. to those of us who have a legal right to travel and use Goodrich trail and for whom Goodrich Trail is OUR DRIVEWAY, it should be noted that despite prior and repeated CLEAR recognition of our rights to

Tommy O'Connor

From: Barb Bates Peck <bpeck9191@gmail.com>
Sent: Saturday, August 8, 2026 11:37 AM
To: selectboard; TownAdmin
Subject: On the matter of a request to close public trail(s) -references in blue

ALL:

The VT Supreme Court ruled that town trails are public rights-of-way, which gives towns authority to maintain them and for Selectboards Jurisdiction. Effective early in 2026 <https://legislature.vermont.gov/Documents/2026/Docs/ACTS/ACT066/ACT066%20As%20Enacted.pdf>

while this mainly addresses Trail Maintenance and Selectboard Jurisdiction- it also backed by statutes i.e:

Town Selectboards hold general control over public rights-of-way and have a legal obligation to protect public access.

ADDRESSING CLOSING A PUBLIC TRAIL:

In Vermont: select boards cannot close public trail(s) simply because an adjacent landowner wants them to. Town select boards hold general control over public rights-of-way and have a legal obligation to protect public access.

While the SB has the discretion to reclassify or discontinue public ways, they cannot do so arbitrarily. [1, 2, 3, 4, 5]

So bottom line:

Closing or altering a public trail requires a strict, formal legal process: [1, 2]

- **Public Notice:** The board must issue a formal warning and notify all affected property owners. [1]
- **Site Visit & Hearing:** They must conduct a public site inspection and hold a hearing to weigh the public's recreational and commercial interests against the landowner's request. [1, 2]
- **Justifiable Cause:** A closure cannot be granted just for personal preference; it requires a finding that the trail is no longer of or for public benefit. [1, 2]

Barb Peck (acting as a resident)

Tommy O'Connor

From: Marilyn Thomas <mbthomas284@msn.com>
Sent: Saturday, August 8, 2026 2:16 PM
To: selectboard
Cc: westfordcc@googlegroups.com
Subject: Shultz and Goodridge trail closures

Hi, I believe most of you know me, for clarification I will reintroduce myself.

My name is Marilyn Thomas. My husband and I moved to Westford in 1980 selling in 2019. We raised three kids, I ran a horse farm for many years, one of the founding members of Westford rec, on conservation board, roads committee, active participant at town meetings and over all active member of the town. I will always consider Westford my home.

Shultz trail is particularly close to my heart. Along with a couple other people we found the Sultz trail in 1988, reclaimed and rode our horses on it, ran on it, and hiked it. Once conservation took over the trails they continued to be maintained and some rules put in place. One such rule no motorized vehicles. I understand that one such owner has been given access to use it for his own use. I also understand logs were put across a section of trail last year making the trail non rideable for horses. If you don't know maybe you should go back in the files and notice the previous tried to sue the town over the right away and the court gave the judgement to the town. The town has legal ownership of that right of way.

I also heard the owners on both Shultz and Goodrich trail are requesting the trails be closed Oct and Nov for hunting. Since as long as I have been using the trails in Westford not once have they been closed for hunting. I am against setting such a precedent. The general population know it hunting season and wear appropriate clothing.

We now winter in FL and live next to a state forest. When we arrive in Oct it is hunting season which lasts well into January. The trails are not closed, warning signs are up.

If the land owners are afraid of Hunters coming in to hunt, the should post their land like every other land owner does.

I know I am no longer a member of this community, but as said earlier it will always be my home, and the trails I spent so many hours are close to my heart. Please do not bend to the landowners, the trails and right of way were there when they bought the property, the town won a law suit, enough said.

I will see you Thursday

Marilyn

Sent via the Samsung Galaxy S21 FE 5G, an AT&T 5G smartphone
[Get Outlook for Android](#)

Tommy O'Connor

From: LK Johnson <lkjohnson4625@gmail.com>
Sent: Monday, August 10, 2026 7:59 AM
To: selectboard
Subject: Closing Public trails during hunting season

Dear Selectboard,

I noticed in the last packet there was a letter from Hazen asking for the closure of Goodrich Trail for 2 months in the fall, and now it is on the agenda to potentially close multiple trails. I would like to point out that the trails are public right of ways and disallowing the public for 2 months each fall-the best time to hike!-is disenfranchising the many for the advantage of one. All of the trails have been in place for many years and anyone who purchased property abutting or surrounding a trail should have known the public has access. To now deny the public simply to satisfy one property is not fair. If you want to warn hikers that hunting is occurring, that would be a good idea, but to close the trails to allow a limited number of residents free rein is not just. Hazens argument is for the safety of the hikers, but aren't hunters supposed to know what they are shooting at? isn't it incumbent on the hunter to hunt safely? To not shoot across a road or trail?

Further, concerning Goodrich trail, this is also a long time property owners access to his property. The town has already lost 3 lawsuits establishing the rights of this owner, and I can imagine another lawsuit if this closure occurs. It has also come to my attention that there was another lawsuit in the past establishing that trails cannot be closed due to the request of an abutting resident. I do not want to see the town embroiled in yet another lawsuit. We can ill afford the lawyer fees and time required to try to prevail when the courts have already said multiple times that the town cannot do this.

I strongly urge you to refrain from closing any town trails for the hunting season.

Lori Johnson

Tommy O'Connor

From: Jim Anderson <jimandersonvt@gmail.com>
Sent: Tuesday, July 21, 2026 7:46 AM
To: selectboard
Subject: Trail document

Dear Members of the Select Board,

I am writing request an update on the status of the trail guidelines document. I saw the Hazen's email in the upcoming meeting packet and would appreciate any information you can provide regarding its progress and the anticipated timeline for completion. For those who haven't been involved, we've now passed the 2 year mark.

I also want to add that we are in agreement with the concerns and recommendations expressed in the Hazens' emails regarding trail closures for hunting season. Deer season begins on October 1, that also happens to be the formula used for hunting town lands. Based on my most recent conversations with our neighbors, the Girrs and the Cooleys, they also found last year's seasonal closure to be very beneficial. They shared that although not hunters themselves the closure effectively stopped the unlawful truck traffic on their portion of the trail, which the town does not actively enforce and helped protect the trail and access to their properties.

Given this positive outcome, it is important that the trail guidelines continue to address seasonal closures during hunting season as an effective measure for promoting public safety, respecting neighboring landowners, and preventing unauthorized vehicle use.

Thank you for your time and consideration. I look forward to your update on the trail guidelines document and appreciate the Board's continued work on this matter.

Thank you

Jim

Sent from my iPad

Tommy O'Connor

From: Patricia Garcia <eslkreations@gmail.com>
Sent: Tuesday, July 28, 2026 9:07 AM
To: selectboard
Subject: a turnaround

I live on Bill Cook Road, the only Westford property on this road, and am thinking about building a turnaround between my place and Rt. 15. I have a wide entrance to my garage and sooo many people love to use it to turn around. What I really would appreciate knowing if I need permission or what. Thank you for your consideration.

Sincerely,
Patricia Allen Garcia
8 Bill Cook Rd.
Underhill, VT 05489

Tommy O'Connor

From: Harmony Cism
Sent: Thursday, July 30, 2026 9:23 AM
To: Pat Haller; Patricia Garcia; selectboard
Cc: Sean Cushing
Subject: RE: a turnaround

Good morning Patricia,

Thank you for reaching out about the proposed pull-off on Bill Cook Road.

Any work within the Town right-of-way is ultimately under the Selectboard's authority, so you were correct to reach out to them. They can discuss your request at an upcoming meeting. However, it will be helpful to gather as much information as possible beforehand and to have the Road Foreman inspect the site prior to the Selectboard's discussion.

I recommend preparing a site plan. This can be something as simple as a printout of an aerial image from Google Maps or the Town's [Interactive Map Viewer](#). The site plan should show the exact location of the proposed pull-off. It would also be helpful to indicate whether you are proposing a gravel or paved surface, along with any other relevant details, such as the proposed dimensions (length and depth, in feet) of the pull-off.

Once you have prepared the site plan, please send it to Sean Cushing, our Road Foreman (copied here), so he can review the proposal and provide input before the Selectboard considers the request.

Please let me know if you have any questions.

Sincerely,

Harmony Cism

Administrative Officer & Planning Coordinator

Town of Westford

(802) 878-4587

This email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

From: Pat Haller <Pat.Haller@westfordvt.us>
Sent: Tuesday, July 28, 2026 9:24 AM
To: Patricia Garcia <eslkreations@gmail.com>; selectboard <selectboard@westfordvt.us>; Harmony Cism <zoning_admin@westfordvt.us>
Subject: RE: a turnaround

Patricia,

I understand to a smaller extent, my driveway is near the school and it is a favorite turn-around spot. Our Zoning Administrator, Harmony Cism, is the most knowledgeable of what is needed to accomplish this and I've included her on this reply.

Thanks, Pat Haller
Westford Selectboard

From: Patricia Garcia <eslkreations@gmail.com>
Sent: Tuesday, July 28, 2026 9:07 AM
To: selectboard <selectboard@westfordvt.us>
Subject: a turnaround

I live on Bill Cook Road, the only Westford property on this road, and am thinking about building a turnaround between my place and Rt. 15. I have a wide entrance to my garage and sooo many people love to use it to turn around. What I really would appreciate knowing if I need permission or what. Thank you for your consideration.

Sincerely,
Patricia Allen Garcia
8 Bill Cook Rd.
Underhill, VT 05489

Tommy O'Connor

From: Seth Jensen <seth.m.jensen@gmail.com>
Sent: Thursday, July 23, 2026 2:56 PM
To: Pat Haller
Cc: selectboard; TownAdmin
Subject: Re: Town Common Drainage Follow-up

Thanks Pat,

If the SB wishes to investigate further, contact information for the stormwater professional who recommended the smoke test can be found below:

Evan Fitzgerald, CPESC, CFM

Fitzgerald Environmental Associates
164 Main Street, Suite 2
Colchester, VT 05446
office: 802.876.7778
mobile: 802.999.1357
evan@fitzgeraldenvironmental.com
www.fitzgeraldenvironmental.com

FWIW, CPESC = Certified Professional in Erosion and Sediment Control; CFM = Certified Floodplain Manager

Seth

Sent from my iPhone

On Jul 23, 2026, at 2:29 PM, Pat Haller <Pat.Haller@westfordvt.us> wrote:

Seth,

I don't know the answer regarding smoke vs scope and I don't know if the query was necessarily excluding smoke test. The way it was discussed at their meeting seemed more like a committee member happened to be talking to a septic professional and thought to ask about scoping services.

Sincerely, Pat

From: Seth Jensen <seth.m.jensen@gmail.com>

Sent: Thursday, July 23, 2026 2:14 PM

To: Pat Haller <Pat.Haller@westfordvt.us>

Cc: selectboard <selectboard@westfordvt.us>; TownAdmin <townadmin@westfordvt.us>

Subject: Re: Town Common Drainage Follow-up

Pat,

Thank you for your response. I am curious why the Common Committee was entertaining robotic scoping rather than the smoke test previously recommended by a stormwater professional?

It is good to hear that the Town is in the process of hiring a planner. It was a mistake to reduce the position's hours and leave it vacant for so long in the first place. The challenges the current Selectboard is facing highlight the consequences of short term thinking that passes costs on to the future, albeit on a shorter timeframe.

Seth

Sent from my iPhone

On Jul 23, 2026, at 1:11 PM, Pat Haller <Pat.Haller@westfordvt.us> wrote:

Seth,

Thank you. As you know, prioritizing and planning is everything and in my opinion, the Common drainage has been lesser priority than other issues and thus we have not been planning. We also don't have a Town Planner, but hopefully will be hiring one sometime soon and in so doing we'll have rounded out our staffing, for the time being. I think after a settling in period for the new Town Planner an important but non-urgent planning item to add would be this item.

I know the Common Committee had recently discussed robotic scoping of the conditions of the drainage. They were advised by someone with a little knowledge on the subject (a septic company) that sharp corners would stop their robot but maybe there's other robot cameras out there. I was in attendance of that meeting and it very much seemed that paying for scoping could turn out to be a very quick waste of time and money because of the layout we have being Herringbone shaped with sharp corners.

I do think that it's worth discussing during our upcoming budgeting season and any capital reserve planning to consider a build up funds for the recommendations in the report you reference and to include if there are funds in existing coffers that

should be used. Again, that's my thinking and will bring this up with my fellow Board members during any such meetings.

As far as the 2023 Westford Town Green Stormwater Study not being on our website, I think it should be in this section, [Plans, Reports & Surveys – WESTFORD, VERMONT](#) and I'll work with staff to include it.

Again, as a single member of the SB voicing my opinion; some of the statements you make regarding good governance and planning hit with a level of "you aren't doing your jobs". I'm not complaining about the amount of work I think we have to do here, there's a LOT to do and I appreciate being reminded of issues that we need to address but we've lost the planner that would help us and in a key way...through SB changes and keeping continuity in our endeavors, and we're trying to hire one to help us get there.

Thanks, Pat

From: Seth Jensen <seth.m.jensen@gmail.com>
Sent: Wednesday, July 22, 2026 6:14 PM
To: selectboard <selectboard@westfordvt.us>
Cc: TownAdmin <townadmin@westfordvt.us>
Subject: Town Common Drainage Follow-up

Members of the Selectboard,

In follow up to the Board's recent discussions related to the Town Common Drainage System, I was able to locate the 2023 Westford Town Green Stormwater Study referenced in my previous email on the CCRPC website. It remains unclear why a study commissioned on behalf of the Town is not available on the Town's website. I am confident this simple oversight will be corrected in the near future.

studiesandreports.ccrpcvt.org <image001.png>

As previously noted, the report states that "Based on the extremely saturated soils and sink holes, it appears that the existing underdrain system is not performing properly."

This reaffirms the findings of the early 2019 Town Common Area Stormwater Scoping Report" that is available on the Town's website.

The 2023 report also provides a cost estimate of \$141,100 capital costs for replacing with a new under drain system (pg 7 table 2). This is inclusive of mobilization and a 30% contingency, but does not include engineering and permitting costs, which are included in a separate line item.

I understand that some members of the Common Committee have provided a much larger cost estimate of \$750,000 for replacing the Town Common System.

Unless the Common Committee is in possession of an addition cost estimate, these additional costs appear to be based on a misread of the report. The report also includes upgrades to the highway drainage infrastructure, such as disconnecting the highway infrastructure from the Town Common Drainage System, upgrading catch basins, replacing and upsizing the outflow culvert, and providing storage for larger storm events.

All of these are good and important upgrades that are needed regardless of the condition of the Town Common Drainage System itself.

The report diligently divides the component costs into separate categories and describes each component in detail. I understand that the Common Committee may be pursuing funds for scoping related to the catch basins near the Common on 128 that are already addressed in the report. The hydrocad modeling and other details of the report could significantly reduce the cost of a follow-up scoping study.

Unfortunately, the Town has missed several grant opportunities that could have assisted with the much more manageable cost of replacing the underdrain itself, specifically the State ARPA funded "Better Places" grant, and the special setaside in the Downtown Transportation Fund for Stormwater that Westford was uniquely eligible for among Village Centers due to the Town's past planning efforts.

Thankfully, the Vtrans Transportation Alternatives and Municipal Highway and Stormwater Mitigation Programs (not to be confused with the Better Roads or MRGP programs) remain available to address the larger collection system and stormwater treatment/storage components identified in the report.

The required 20% match for those components (\$120,000) plus the full cost a replacement of the town common drainage system (\$141,000) remains high — \$261,880 — but still less than half the \$750,000 figure. It is also less than the Town expenditure on the purchase of the 1705 property and only a fraction of the total cost of that effort when brownfield remediation and building renovation or demolition costs are considered.

It is unfortunate that there does not appear to be a line item for the Town Common Drainage System in the Town's capital plan, given its expressed importance to the Town. If there were, the Town would be better prepared to address deferred maintenance needs of meet the match requirements of the few grant programs that are available.

The Common Drainage System seems to be discussed most often as a rational to regulate use of the Common. The Town has all the information to put its proverbial money where its money is and begin planning for the eventual replacement of the system — whether it occurs next year or next decade. Failure to do so — especially while acquiring new liabilities — simply passes the cost onto future generations who will be deprived of the right to hold current decision makers accountable.

Thank you,

Seth Jensen

Sent from my iPhone

Tommy O'Connor

From: Seth Jensen <seth.m.jensen@gmail.com>
Sent: Wednesday, July 22, 2026 6:14 PM
To: selectboard
Cc: TownAdmin
Subject: Town Common Drainage Follow-up

Members of the Selectboard,

In follow up to the Board's recent discussions related to the Town Common Drainage System, I was able to locate the 2023 Westford Town Green Stormwater Study referenced in my previous email on the CCRPC website. It remains unclear why a study commissioned on behalf of the Town is not available on the Town's website. I am confident this simple oversight will be corrected in the near future.

studiesandreports.ccrpcvt.org



As previously noted, the report states that "Based on the extremely saturated soils and sink holes, it appears that the existing underdrain system is not performing properly."

This reaffirms the findings of the early 2019 Town Common Area Stormwater Scoping Report" that is available on the Town's website.

The 2023 report also provides a cost estimate of \$141,100 capital costs for replacing with a new under drain system (pg 7 table 2). This is inclusive of mobilization and a 30% contingency, but does not include engineering and permitting costs, which are included in a separate line item.

I understand that some members of the Common Committee have provided a much larger cost estimate of \$750,000 for replacing the Town Common System.

Unless the Common Committee is in possession of an additional cost estimate, these additional costs appear to be based on a misread of the report. The report also includes upgrades to the highway drainage infrastructure, such as disconnecting the highway infrastructure from the Town Common Drainage System, upgrading catch basins, replacing and upsizing the outflow culvert, and providing storage for larger storm events.

All of these are good and important upgrades that are needed regardless of the condition of the Town Common Drainage System itself.

The report diligently divides the component costs into separate categories and describes each component in detail. I understand that the Common Committee may be pursuing funds for scoping related to the catch basins near the Common on 128 that are already addressed in the report. The hydrocad modeling and other details of the report could significantly reduce the cost of a follow-up scoping study.

Unfortunately, the Town has missed several grant opportunities that could have assisted with the much more manageable cost of replacing the underdrain itself, specifically the State ARPA funded “Better Places” grant, and the special setaside in the Downtown Transportation Fund for Stormwater that Westford was uniquely eligible for among Village Centers due to the Town’s past planning efforts.

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Thank you,

Seth Jensen

Sent from my iPhone

Tommy O'Connor

From: Julia Andrews
Sent: Saturday, August 1, 2026 12:26 PM
To: selectboard
Subject: Declaration of Inclusion

It's back! And edited here:

<https://docs.google.com/document/d/1OrMm4Qlo4Nga7I74VrbYEmi22ffY7qU-Y9UwXumfxE/edit?tab=t.0>

The edits are subtle, but important. I'm happy to represent them in an upcoming meeting.

Thanks, Julia

Declaration of Inclusion

Town of Westford, Vermont

The Town of Westford condemns racism and welcomes all persons, regardless of race, color, religion, national origin, sex, sexual orientation, gender identity and expression, age, disability, socioeconomic status, or other factors that may divide us.

As a town, we formally condemn all discrimination in all of its forms, strive for fair and equal treatment of everyone in our community, and will strive to ensure all of our actions, policies, and operating procedures reflect this commitment.

The Town of Westford is and will continue to be a place where individuals can live freely and express their opinions.

By the _____ Selectboard on _____
20__.

Tommy O'Connor

From: Kim Guidry <kinguidryafter@gmail.com>
Sent: Thursday, July 23, 2026 9:04 AM
To: Sean Cushing; TownAdmin; selectboard
Subject: Arrow Signs at Corner

Good morning, all,

Thank you, Sean, and others who assisted, in the coordination and installation of two arrow signs at the corner of 128 and Cambridge Road. These were (re?) installed very soon after my request, and we appreciate it greatly.

Kim Allen Guidry

Tommy O'Connor

From: Tommy O'Connor
Sent: Monday, July 27, 2026 4:14 PM
To: selectboard1
Cc: becksteroy@gmail.com
Subject: New Library Director

On behalf of the Library Trustees, they wish to let the Selectboard know that Robin Berger has been named the new Library Director for Westford. They will be announcing the hire through their respective communication channels and wanted to share with you all first.

Tommy O'Connor
Town Administrator
1713 VT Route 128
Westford, VT 05494



This email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

Tommy O'Connor

From: Pat Haller
Sent: Tuesday, July 21, 2026 3:20 PM
To: Harmony Cism; Max Tyler; selectboard
Cc: PlanningCommission
Subject: RE: Town Planner Hiring Process
Attachments: Interview Questions&assignment.xlsx

Harmony,

Thanks.

If it is helpful to you, here is a list of questions the Nominating Committee asked of the Treasurer Candidates.

Pat

From: Harmony Cism <zoning_admin@westfordvt.us>
Sent: Tuesday, July 21, 2026 3:10 PM
To: Pat Haller <Pat.Haller@westfordvt.us>; Max Tyler <maxxtyler@gmail.com>; selectboard <selectboard@westfordvt.us>
Cc: PlanningCommission <planningcommission@westfordvt.us>
Subject: RE: Town Planner Hiring Process

Pat, if I may jump in here...

This recommendation was made due to the fact that there is no specified process for the hiring of Planning & Zoning Staff, other than that appointments are made "on recommendation of the Planning Commission." I had reached out to Ron Rodjenski asking about P&Z hiring process, and he replied with the attached memo. The PC has largely agreed with this process and since there is no existing panel yet, they hope to create one and come up with a standardized list of questions before contacting prospective candidates.

This outlined process mirrors the panel that interviewed me when I was hired for this position. I was interviewed by a panel consisting of the Town Admin, a couple Planning Commissioners, a Selectboard member, and the Town Planner.

I'm not sure if Max will be able to attend Thursday's meeting, but I intend to be there!

Sincerely,

Harmony Cism

Administrative Officer & Planning Coordinator

Town of Westford

(802) 878-4587

This email message, along with any response or reply, is considered a public record, and thus, subject to disclosure under the Vermont Public Records Law (1 V.S.A. §§ 315-320).

From: Pat Haller <Pat.Haller@westfordvt.us>

Sent: Tuesday, July 21, 2026 3:02 PM

To: Max Tyler <maxxxtyler@gmail.com>; selectboard <selectboard@westfordvt.us>

Cc: PlanningCommission <planningcommission@westfordvt.us>; Harmony Cism <zoning_admin@westfordvt.us>

Subject: RE: Town Planner Hiring Process

Max,

Will you or others on the PC be able to discuss this with us on Thursday during our SB meeting?

A question that I will ask will be why the PC is suggesting a panel such as this to interview and recommend candidates rather than the PC being the ones to recommend candidates? Discussing open positions is on our Agenda this next meeting.

Sincerely, Pat

From: Max Tyler <maxxxtyler@gmail.com>

Sent: Tuesday, July 21, 2026 12:22 PM

To: selectboard <selectboard@westfordvt.us>

Cc: PlanningCommission <planningcommission@westfordvt.us>; Harmony Cism <zoning_admin@westfordvt.us>

Subject: Town Planner Hiring Process

Westford Selectboard,

The Planning Commission met last night and resolved to inform the Selectboard that the Commission believes the Town should adopt the interview process outlined by Ron Rodjenski of Stone Shore Consulting in the June 2, 2026 correspondence to Harmony Cism Re: Town Planner Hiring Process.

This memo outlines the creation of a hiring panel to formulate interview questions, conduct interviews, and make recommendations to the Selectboard regarding suitable candidates. The Planning Commission identified Max Tyler and Ben Bornstein as representatives to this panel. The Planning Commission further recommends, consistent with the Stone Shore recommendations, that the other members of this panel be comprised of a Selectboard member, the Town Administrator and the Zoning Administrator. Harmony Cism, Zoning Administrator, indicated her willingness to serve at last night's Planning Commission meeting.

The commissioners also reviewed and discussed the resumes of the six candidates who responded to the June job posting. The commissioners believe that one or two candidates in that group may warrant an interview. However, if the process in the previous paragraph is approved by the Selectboard, the six candidates' submissions should be reviewed by the panel members, and suitable candidates should be interviewed *after* the panel adopts the interview questions.

Respectfully,

Westford Planning Commission

Tommy O'Connor

From: Max Tyler <maxxtyler@gmail.com>
Sent: Tuesday, July 21, 2026 12:22 PM
To: selectboard
Cc: PlanningCommission; Harmony Cism
Subject: Town Planner Hiring Process

Westford Selectboard,

The Planning Commission met last night and resolved to inform the Selectboard that the Commission believes the Town should adopt the interview process outlined by Ron Rodjenski of Stone Shore Consulting in the June 2, 2026 correspondence to Harmony Cism Re: Town Planner Hiring Process.

This memo outlines the creation of a hiring panel to formulate interview questions, conduct interviews, and make recommendations to the Selectboard regarding suitable candidates. The Planning Commission identified Max Tyler and Ben Bornstein as representatives to this panel. The Planning Commission further recommends, consistent with the Stone Shore recommendations, that the other members of this panel be comprised of a Selectboard member, the Town Administrator and the Zoning Administrator. Harmony Cism, Zoning Administrator, indicated her willingness to serve at last night's Planning Commission meeting.

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Respectfully,

Westford Planning Commission

Tommy O'Connor

From: Town Clerk
Sent: Tuesday, July 21, 2026 4:16 PM
To: selectboard
Cc: TownAdmin
Subject: Found Dog VT Route 15

Hi All,

Allie Gordon (202-329-0225) picked up a female dog that was running loose on Route 15 near Seymour Road. Very sweet but no collar or identifying information. I am awaiting a photo that Allie is sending to my email and will pass it on when it arrives. Currently the dog is at Bushey's North (1018 VT Route 15) and Allie's dog at home is not friendly with other dogs so we need to coordinate somebody to intake the dog until her person is found. Allie could not stay on the phone long so I was not able to get a verbal description from her, but once I do I could possibly narrow down if the dog fits the description of any of the licensed/unlicensed dogs. I am very unable to take dogs myself as mine are also unfriendly to strange dogs.

Thanks,

Callie Hamdy

Town Clerk – Westford, VT

802-878-4587

<https://westfordvt.us/>

Tommy O'Connor

From: Benjamin Bornstein <bornbj@yahoo.com>
Sent: Monday, August 3, 2026 2:13 PM
To: selectboard; Tommy O'Connor; Harmony Cism; Max Tyler; William Dunkley; Kirsten Tyler; Arthur; Town Clerk; TownAdmin
Subject: LURB Final Approval of Partial Tier 1B Area ! CCRPC Representative Report
Attachments: RPC04-001 Determination of Compliance_2026-07-31.pdf

Dear Pat, Deb, Julia, Casey, Nick, et al.;

Good afternoon!

I am pleased to forward the Land Use Review Board (LURB)'s final review and approval of the Tier 1B areas submitted by the CCRPC on behalf of the municipalities of Chittenden County (attached below).

The Town of Westford submitted a proposal for a partial Tier 1B area that was different than the area originally identified by the CCRPC. The LURB, in its initial review of the CCRPC's plan and presentation, questioned the basis of Westford's desire for a limited or partial Tier 1B area as approved by the Selectboard. The Town of Westford's Selectboard responded by providing background and an explanation of the reasonableness of its proposed area.

Inter alia, raising no further objections to Westford's application and/or the Town's explanation, the LURB has accepted and approved Westford's request for a partial Tier 1B exemption area.

Thank you,
Sincerely,
Benjamin Bornstein
Representative to the CCRPC
for the Town of Westford



State of Vermont
Land Use Review Board
10 Baldwin Street
Montpelier, VT 05633-3201
<https://act250.vermont.gov/>

AFFIRMATIVE DETERMINATION AND APPROVAL

Sent Via Recipient List

I. INTRODUCTION

The Land Use Review Board ("Board") has completed its review of the Chittenden County Regional Planning Commission ("CCRPC") application for a determination of compliance of its adopted regional plan, including its adopted Future Land Use ("FLU") map.

The Board has also completed its review of the CCRPC's Tier 1B area status requests for 39 FLU areas in the following 12 municipalities:

1. Bolton
 - Bolton Village Center
2. Burlington
 - Burlington Downtown Center
 - New North End Village Center
 - Burlington Planned Growth Area
 - New North End Planned Growth Area
 - Winooski Planned Growth Area
3. Essex Junction
 - Essex Junction Downtown Center
 - Essex Junction Planned Growth Area
4. Hinesburg
 - Hinesburg Village Center
 - Hinesburg Planned Growth Area
 - Hinesburg Village Area
5. Jericho
 - Jericho Center Village Center
 - Jericho Corners Village Center
 - Riverside / Underhill Flats Village Center

- Jericho Center Village Area
- Jericho Corners Village Area
- Riverside / Underhill Flats Village Area
- 6. Milton
 - Milton Downtown Center
 - Main Street Village Center
 - Milton Planned Growth Area
 - Main Street Planned Growth Area
- 7. Richmond
 - Richmond Village Center
 - Richmond Planned Growth Area
- 8. Shelburne
 - Shelburne Downtown Center
 - Shelburne Road South Village Center
 - Shelburne Planned Growth Area
 - Shelburne Road North Planned Growth Area
- 9. South Burlington
 - South Burlington Downtown Center
 - Shelburne Road North Village Center
 - South Burlington Planned Growth Area
 - Shelburne Road North Planned Growth Area
 - Winooski Planned Growth Area
- 10. Westford
 - Westford Village Center (partial)
- 11. Williston
 - Taft Corners Downtown Center
 - Williston Village Center
 - Taft Corners Planned Growth Area
 - Williston Planned Growth Area
- 12. Winooski
 - Winooski Downtown (partial)
 - Winooski Planned Growth Area

II. SCOPE OF REVIEW

A. Adopted Regional Plan

To issue an affirmative determination, the Board must find that the adopted regional plan meets the requirements of 24 V.S.A. § 4348(h)(4) as follows:

- (A) Consistency with the State planning goals as described in section 4302 of this chapter with consistency determined in the manner described under subdivision 4302(f)(1) of this chapter.

- (B) Consistency with the purposes of the regional plan established in section 4347 of chapter.
- (C) Consistency with the regional plan elements as described in section 4348a of this chapter, except that the requirements of section 4352 of this chapter related to enhanced energy planning shall be the under the sole authority of the Department of Public Service.
- (D) Compatibility with adjacent regional planning areas in the manner described under subdivision 4302(f)(2) of this chapter.

24 V.S.A. § 4348(h)(4).

To determine consistency, the Board must determine whether there is substantial progress toward attainment of the goal or that a particular goal is not relevant or attainable. If the Board determines that a goal is not relevant or attainable, the analysis turns to whether the plan: (1) describes the situation, (2) explains why the goal is not relevant or attainable, and (3) and indicates what measures should be taken to mitigate any adverse effects of not making substantial progress toward that goal. 24 V.S.A. § 4302(f)(1).

To determine if the adopted regional plan is "compatible with adjacent regional planning areas," the Board must determine whether the adopted plan "...will not significantly reduce the desired effect of the implementation of the other plan." If a plan, as implemented, will significantly reduce the desired effect of the other plan, the plan may be considered compatible if it includes the following:

- (A) a statement that identifies the ways that it will significantly reduce the desired effect of the other plan;
- (B) an explanation of why any incompatible portion of the plan in question is essential to the desired effect of the plan as a whole;
- (C) an explanation of why, with respect to any incompatible portion of the plan in question, there is no reasonable alternative way to achieve the desired effect of the plan; and
- (D) an explanation of how any incompatible portion of the plan in question has been structured to mitigate its detrimental effects on the implementation of the other plan.

24 V.S.A. § 4302(f)(2).

B. Future Land Use Designations

The Board must find that the future land use (FLU) area boundaries of:



- Downtown Centers
- Village Centers
- Planned Growth Areas
- Village Areas

as depicted on the adopted regional FLU map, are consistent with 24 V.S.A. § 4348a(a)(12)(A)-(C) and 24 V.S.A. §§ 5803(a)-(e) and 5804(a)-(c).

C. Tier 1B Area Status Requests

For the Land Use Review Board to grant Tier 1B area status, the applicant must demonstrate that each municipality with proposed Tier 1B area(s) meets the following requirements of 10 V.S.A. § 6033(c):

- (1) The municipality has requested to have the area mapped for Tier 1B.
- (2) The municipality has a duly adopted and approved plan and a planning process that is confirmed in accordance with 24 V.S.A. § 4350.
- (3) The municipality has adopted permanent zoning and subdivision bylaws in accordance with 24 V.S.A. §§ 4414, 4418, and 4442.
- (4) The area excludes identified flood hazard and fluvial erosion areas, except those areas containing preexisting development in areas suitable for infill development as defined in Section 29-201 of the Vermont Flood Hazard Area and River Corridor Rule unless the municipality has adopted flood hazard and river corridor bylaws applicable to the entire municipality that are consistent with the standards established pursuant to subsection 755(b) of this title (flood hazard) and subsection 1428(b) of this title (river corridor).
- (5) The municipality has water supply, wastewater infrastructure, or soils that can accommodate a community system for compact housing development in the area proposed for Tier 1B.
- (6) The municipality has municipal staff, municipal officials, or contracted capacity adequate to support development review and zoning administration in the Tier 1B area.

10 V.S.A. § 6033.

See Appendix to Determination of Compliance for the statutory references.

III. OBJECTIONS BY INTERESTED PARTIES

The Board did not receive any timely objections from interested parties as defined in 24 V.S.A. § 4348(i).

IV. RECORD EVIDENCE & HEARING

- A. **Documents:** All application documents with the exception of the digital map data referenced below are available on the Board's Regional Plan and Tier 1A/B Database ("Database").
- B. **Maps:** All digital GIS data referenced below are available on the Board's FLU and Tier 1A/B Map Viewer ("Map Viewer").
- C. **Hearing:** Minutes of the July 22, 2026, public hearing were taken and an audio/visual recording of the July 22, 2026, public hearing was made pursuant to Vermont's Open Meeting Law (1 V.S.A. Chapter 005, Subchapter 002).

V. FINDINGS OF FACT

1. The Board's Findings of Fact are based on the adopted plan application documents and the Tier 1B area status request submissions - Exhibits 036 – 054 on the Database – and the digital GIS data representing the adopted regional future land use map and Tier 1B area status requests – available on the Map Viewer.
2. On October 16, 2025, the CCRPC submitted a preapplication pursuant to 24 V.S.A. 4348(b) and Section 1.100 of the Board's Regional Planning Commission Application Guidelines ("Guidelines"). Preapplication submissions include Exhibits 001-012 and 029 on the Database.
3. Digital GIS data representing the draft regional FLU map were submitted pursuant to Section 1.006(B)(3) of the Guidelines and are available on the Map Viewer.
4. Digital GIS data representing the draft Tier 1B area status requests were submitted pursuant to Section 1.006(B)(5) of the Guidelines and are available on the Map Viewer.
5. On December 22, 2025, the Board issued the preapplication response, which is available on the Database.
6. The CCRPC adopted its regional plan on May 20, 2026.
7. On May 27, 2026, the Board received a timely application for a determination of compliance for the CCRPC's adopted regional plan and Tier 1B area status requests pursuant to Section 1.302 of the Guidelines. See Exhibits 036 – 051.

8. Tier 1B area status requests were made for 39 FLU areas as depicted on the adopted regional FLU map in the following municipalities: Bolton, Burlington, Essex Junction, Hinesburg, Jericho, Milton, Richmond, Shelburne, South Burlington, Westford, Williston, and Winooski. See Exhibits 049 – 050.
9. Digital GIS data representing the adopted regional FLU map were submitted pursuant to Section 1.006(B)(3) of the Guidelines and are available on the Map Viewer.
10. Digital GIS data representing the final Tier 1B area status requests were submitted pursuant to Section 1.006(B)(5) of the Guidelines and are available on the Map Viewer.
11. The application for a determination of compliance and Tier 1B area status requests was deemed complete on June 2, 2026, and this began the Board's review period.
12. On June 3, 2026, the Board issued a notice of public hearing pursuant to 24 V.S.A. § 4348(h)(2).
13. On July 13, 2026, the CCRPC notified its municipalities of the public hearing municipalities as required by 24 V.S.A. § 4348(h)(2) and posted notice on its website.
14. A public hearing was held on July 22, 2026, at the CCRPC offices at 110 W. Canal St., #202, Winooski, Vermont.
15. The record closed on July 22, 2026.

VI. CONCLUSIONS OF LAW

A. Adopted Regional Plan

1. The Board finds that the adopted Chittenden County Regional Plan has met the requirements of 24 V.S.A. § 4348(h)(4) as follows:
 - a. Consistency with the State planning goals as described in 24 V.S.A. § 4302.
 - b. Consistency with the purposes of the regional plan established in 24 V.S.A. § 4347.
 - c. Consistency with the regional plan elements as described in 24 V.S.A. § 4348a.
 - d. Compatibility with adjacent regional planning areas in the manner described under 24 V.S.A. § 4302(f)(2).

2. The Board finds that deficiencies in the draft preapplication that were identified in the Board's preapplication response were addressed in the adopted plan application.

B. Future Land Use Designations

1. The Board finds that the adopted regional Future Land Use (FLU) map boundaries of downtown centers, village centers, planned growth areas, and village areas meet the requirements of 24 V.S.A. § 4348(h)(4)(C), 24 V.S.A. § 4348a(a)(12)(A)-(C), and 24 V.S.A. §§ 5803(a)-(e) and 5804(a)-(c).
2. The Board finds that deficiencies in the draft regional future land use map that were identified in the Board's preapplication response were addressed in the adopted plan application.

C. Tier 1B Area Status Requests

1. The Board has reviewed the Tier 1B area status requests for Bolton, Burlington, Essex Junction, Hinesburg, Jericho, Milton, Richmond, Shelburne, South Burlington, Westford, Williston, and Winooski and finds the submitted application and supporting information for these 12 municipalities satisfy the statutory requirements of 10 V.S.A. § 6033(c) and 24 V.S.A. § 4348a(12)(A)-(C).
2. The Board finds that deficiencies in the draft Tier 1B area status requests for Hinesburg and Westford that were identified in the Board's preapplication response were addressed in the final Tier 1B area status requests.

VII. DECISION

A. Adopted Regional Plan – AFFIRMATIVE DETERMINATION

The Board issues this Affirmative Determination of Regional Plan Compliance upon concluding that the adopted Chittenden County Regional Plan meets the requirements of 24 V.S.A. § 4348(h)(4).

The adopted Chittenden County Regional Plan is now considered duly adopted and shall take effect as of the date of this determination pursuant to 24 V.S.A. § 4348(m).

The CCRPC must immediately send the plan to the entities listed in 24 V.S.A. § 4348(d)(A)-(E).

An affirmative determination of regional plan compliance shall remain in effect until plan expiration or readoption. See 24 V.S.A. § 4348(k).

B. Designations – APPROVAL

The Board issues this Approval upon concluding that the adopted future land use (FLU) area boundaries of the:

- Downtown Centers
- Village Centers
- Planned Growth Areas
- Village Areas

as depicted on the adopted regional FLU map, are consistent with 24 V.S.A. § 4348a(a)(12)(A)-(C) and 24 V.S.A. §§ 5803(a)-(e) and 5804(a)-(c).

Upon issuing this Approval the Board confers Center designations to Downtown and Village Centers pursuant to 24 V.S.A. § 5803(a)-(e) and Neighborhood designations to Planned Growth Areas and Village Areas pursuant to 24 V.S.A. § 5804(a)-(c).

C. Tier 1B Area Status Requests – APPROVAL

The Board approves the Tier 1B area status requests upon concluding that each municipality with proposed Tier 1B areas as listed in Section 1 of this Affirmative Determination and Approval meets the requirements of 10 V.S.A. § 6033(c).

This Approval confers Tier 1B status for each of the areas mapped by the CCRPC for Tier 1B area status in the following municipalities:

- Bolton
- Burlington
- Essex Junction
- Hinesburg
- Jericho
- Milton
- Richmond
- Shelburne
- South Burlington
- Westford
- Williston
- Winooski

The Tier 1B status is effective as of the date of this decision.

Dated this 31st day of July 2026.

/s/ Sarah Hadd

Sarah Hadd, Vice Chair
Land Use Review Board

Other Board members participating in this determination: Kirsten Sultan and Alex
Weinhagen.

Pursuant to 24 V.S.A. § 4348(m) this Affirmative Determination of Compliance is not
appealable.

Recipient List

A copy of the foregoing **Affirmative Determination and Approval for RPC04-0001** has been sent on this July 31, 2026 as follows. To the extent that an email is not listed, the document has been sent by U.S. First Class mail.

Applicant

Chittenden County Regional Planning
Commission
Attn: Charles Baker, Taylor Newton,
Sarah Muskin, Kate McCarthy
110 West Canal Street, Suite 202
Winooski, VT 05404
cbaker@ccrpcvt.org
tnewton@ccrpcvt.org
SMuskin@ccrpcvt.org
kmccarthy@ccrpcvt.org

Community Investment Board
Deane Davis Building, 2nd Floor
1 National Life Drive
Montpelier, VT 05602
Jacob.Hemmerick@vermont.gov

Department of Public Service
45 State Drive
Waterbury, VT 05671-1300
PSD.PlanningStandards@vermont.gov
Anne.Margolis@vermont.gov
Claire.McIlvennie@vermont.gov

Partner Agencies

Vermont Agency of Agriculture, Food
and Markets
116 State Street, Drawer 20
Montpelier, VT 05620-2901
agr.act250@vermont.gov

Department of Housing & Community
Development
Agency of Commerce and Community
Development
National Life Building, 6th Floor, Drawer
20
Montpelier, VT 05620-0501
Alex.Farrell@vermont.gov
Nate.Formalarie@vermont.gov
Grace.Vinson@vermont.gov

Agency of Natural Resources
1 National Life Drive, Davis 2
Montpelier, VT 05620-3901
anr.act250@vermont.gov

Vermont Emergency Management
Department of Public Safety
45 State Drive
Waterbury, VT 05671-1300
psd.vtdps@vermont.gov
Eric.Forand@vermont.gov
Mark.Bosma@vermont.gov
Stephanie.A.Smith@vermont.gov

Vermont Agency of Transportation
Barre City Place
219 N. Main Street
Barre, VT 05641
AOT.Act250@vermont.gov

For Information Only

Vermont Natural Resources Council
Attn: Jon Groveman, Kati Gallagher,
Lauren Hierl
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Dated July 31, 2026.

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**STATE OF VERMONT
LAND USE REVIEW BOARD**

APPENDIX TO DETERMINATION OF COMPLIANCE

This document contains relevant statutory provisions used by the Land Use Review Board in its Determination of Compliance of the adopted Regional Plan, Approval of the Future Land Use Designations, and Approval of Tier 1B requests:

24 V.S.A. § 4302. Purpose; goals	p.1
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24 V.S.A. § 4302. Purpose; goals

(a) General purposes. It is the intent and purpose of this chapter to encourage the appropriate development of all lands in this State by the action of its constituent municipalities and regions, with the aid and assistance of the State, in a manner which will promote the public health, safety against fire, floods, explosions, and other dangers; to promote prosperity, comfort, access to adequate light and air, convenience, efficiency, economy, and general welfare; to enable the mitigation of the burden of property taxes on agricultural, forest, and other open lands; to encourage appropriate architectural design; to encourage the development of renewable resources; to protect residential, agricultural, and other areas from undue concentrations of population and overcrowding of land and buildings, from traffic congestion, from inadequate parking and the invasion of through traffic, and from the loss of peace, quiet, and privacy; to facilitate the growth of villages, towns, and cities and of their communities and neighborhoods so as to create an optimum environment, with good civic design; to encourage development of a rich cultural environment and to foster the arts; and to provide means and methods for the municipalities and regions of this State to plan for the prevention, minimization, and future elimination of such land development problems as may presently exist or which may be foreseen and to implement those plans when and where appropriate. In implementing any regulatory power under this chapter, municipalities shall take care to protect the constitutional right of the people to acquire, possess, and protect property.

(b) It is also the intent of the Legislature that municipalities, regional planning commissions, and State agencies shall engage in a continuing planning process that will further the following goals:

(1) To establish a coordinated, comprehensive planning process and policy framework to guide decisions by municipalities, regional planning commissions, and State agencies.

(2) To encourage citizen participation at all levels of the planning process, and to assure that decisions shall be made at the most local level possible commensurate with their impact.

(3) To consider the use of resources and the consequences of growth and development for the region and the State, as well as the community in which it takes place.

(4) To encourage and assist municipalities to work creatively together to develop and implement plans.

(c) In addition, this chapter shall be used to further the following specific goals:

(1) To plan development so as to maintain the historic settlement pattern of compact village and urban centers separated by rural countryside.

(A) Intensive residential development should be encouraged primarily in downtown centers, village centers, planned growth areas, and village areas as described in section 4348a of this title, and strip development along highways should be avoided. These areas should be planned so as to accommodate a substantial majority of housing needed to reach the housing targets developed for each region pursuant to subdivision 4348a(a)(9) of this title.

(B) Economic growth should be encouraged in locally and regionally designated growth areas, employed to revitalize existing village and urban centers, or both.

(C) Public investments, including the construction or expansion of infrastructure, should reinforce the planned growth patterns of the area.

(D) Development should be undertaken in accordance with smart growth principles as defined in subdivision 2791(13) of this title.

(2) To provide a strong and diverse economy that provides satisfying and rewarding job opportunities and that maintains high environmental standards, and to expand economic opportunities in areas with high unemployment or low per capita incomes.

(3) To broaden access to educational and vocational training opportunities sufficient to ensure the full realization of the abilities of all Vermonters.

(4) To provide for safe, convenient, economic, and energy efficient transportation systems that respect the integrity of the natural environment, including public transit options and paths for pedestrians and bicyclers.

(A) Highways, air, rail, and other means of transportation should be mutually supportive, balanced, and integrated.

(5) To identify, protect, and preserve important natural and historic features of the Vermont landscape, including:

(A) significant natural and fragile areas;

(B) outstanding water resources, including lakes, rivers, aquifers, shorelands, and wetlands;

(C) significant scenic roads, waterways, and views;

(D) important historic structures, sites, or districts, archaeological sites, and archaeologically sensitive areas.

(6) To maintain and improve the quality of air, water, wildlife, forests, and other land resources.

(A) Vermont's air, water, wildlife, mineral, and land resources should be planned for use and development according to the principles set forth in 10 V.S.A. § 6086(a).

(B) Vermont's water quality should be maintained and improved according to the policies and actions developed in the basin plans established by the Secretary of Natural Resources under 10 V.S.A. § 1253.

(C) Vermont's forestlands should be managed so as to maintain and improve forest blocks and habitat connectors.

(7) To make efficient use of energy, provide for the development of renewable energy resources, and reduce emissions of greenhouse gases.

(A) General strategies for achieving these goals include increasing the energy efficiency of new and existing buildings; identifying areas suitable for renewable energy generation; encouraging the use and development of renewable or lower emission energy sources for electricity, heat, and

transportation; and reducing transportation energy demand and single occupancy vehicle use.

(B) Specific strategies and recommendations for achieving these goals are identified in the State energy plans prepared under 30 V.S.A. §§ 202 and 202b.

(8) To maintain and enhance recreational opportunities for Vermont residents and visitors.

(A) Growth should not significantly diminish the value and availability of outdoor recreational activities.

(B) Public access to noncommercial outdoor recreational opportunities, such as lakes and hiking trails, should be identified, provided, and protected wherever appropriate.

(9) To encourage and strengthen agricultural and forest industries.

(A) Strategies to protect long-term viability of agricultural and forestlands should be encouraged and should include maintaining low overall density.

(B) The manufacture and marketing of value-added agricultural and forest products should be encouraged.

(C) The use of locally-grown food products should be encouraged.

(D) Sound forest and agricultural management practices should be encouraged.

(E) Public investment should be planned so as to minimize development pressure on agricultural and forest land.

(10) To provide for the wise and efficient use of Vermont's natural resources and to facilitate the appropriate extraction of earth resources and the proper restoration and preservation of the aesthetic qualities of the area.

(11) To ensure the availability of safe and affordable housing for all Vermonters.

(A) Housing should be encouraged to meet the needs of a diversity of social and income groups in each Vermont community, particularly for those citizens of low and moderate income, and consistent with housing targets provided for in subdivision 4348a(a)(9) of this title.

(B) New and rehabilitated housing should be safe, sanitary, located conveniently to employment and commercial centers, and coordinated with the provision of necessary public facilities and utilities.

(C) Sites for multifamily and manufactured housing should be readily available in locations similar to those generally used for single-family dwellings.

(D) Accessory dwelling units within or attached to single-family residences that provide affordable housing in close proximity to cost-effective care and supervision for relatives, elders, or persons who have a disability should be allowed.

(12) To plan for, finance, and provide an efficient system of public facilities and services to meet future needs.

(A) Public facilities and services should include fire and police protection, emergency medical services, schools, water supply, and sewage and solid waste disposal.

(B) The rate of growth should not exceed the ability of the community and the area to provide facilities and services.

(13) To ensure the availability of safe and affordable child care and to integrate child care issues into the planning process, including child care financing, infrastructure, business assistance for child care providers, and child care work force development.

[Subdivision (c)(14) effective until January 1, 2028]

(14) To encourage flood resilient communities.

(A) New development in identified flood hazard and river corridor protection areas should be avoided. If new development is to be built in such areas, it should not exacerbate flooding and fluvial erosion.

(B) The protection and restoration of floodplains and upland forested areas that attenuate and moderate flooding and fluvial erosion should be encouraged.

(C) Flood emergency preparedness and response planning should be encouraged.

(15) To equitably distribute environmental benefits and burdens as described in 3 V.S.A. chapter 72.

(d) All plans and regulations prepared under the authority of this chapter shall be based upon surveys of existing conditions and probable future trends, and shall be made in the light of present and future growth and requirements, and with reasonable consideration, for the landowner, to topography, to needs and trends of the municipality, the region and the State, to the character of each area and to its peculiar suitability for particular uses in relationship to surrounding areas, and with a view to conserving the value of buildings.

(e) Use of goals.

(1) The goals established in this section shall be employed, as provided under this chapter, to carry out the general purposes established in this section.

(2) After July 1, 1989, none of the following shall be prepared or adopted, unless consistent with the goals established in this section:

(A) all plans prepared by regional planning commissions, and all plans required of State agencies under 3 V.S.A. § 4020;

(B) measures implementing State agency plans.

(f) Standard of review.

(1) As used in this chapter, "consistent with the goals" requires substantial progress toward attainment of the goals established in this section, unless the planning body determines that a particular goal is not relevant or attainable. If such a determination is made, the planning body shall identify the goal in the plan and describe the situation, explain why the goal is not relevant or attainable, and indicate what measures should be taken to mitigate any adverse effects of not making substantial progress toward that goal. The determination of relevance or attainability shall be subject to review as part of a consistency determination under this chapter.

(2) As used in this chapter, for one plan to be "compatible with" another, the plan in question, as implemented, will not significantly reduce the desired effect of the implementation of the other plan. If a plan, as implemented, will significantly reduce the desired effect of the other plan, the plan may be considered compatible if it includes the following:

(A) a statement that identifies the ways that it will significantly reduce the desired effect of the other plan;

(B) an explanation of why any incompatible portion of the plan in question is essential to the desired effect of the plan as a whole;

(C) an explanation of why, with respect to any incompatible portion of the plan in question, there is no reasonable alternative way to achieve the desired effect of the plan; and

(D) an explanation of how any incompatible portion of the plan in question has been structured to mitigate its detrimental effects on the implementation of the other plan.

24 V.S.A. § 4347. Purposes of regional plan

A regional plan shall be made with the general purpose of guiding and accomplishing a coordinated, efficient, equitable, and economic development of the region that will, in accordance with the present and future needs and resources, best promote the health, safety, order, convenience, prosperity, and welfare of current and future inhabitants as well as efficiency and economy in the process of development. This general purpose includes recommending a distribution of population and of the uses of the land for urbanization, trade, industry, habitation, recreation, agriculture, forestry, and other uses as will tend to:

- (1) create conditions favorable to transportation, health, safety, civic activities, and educational and cultural opportunities;
- (2) reduce the wastes of financial, energy, and human resources that result from either excessive congestion or excessive scattering of population;
- (3) promote an efficient and economic utilization of drainage, energy, sanitary, and other facilities and resources;
- (4) promote the conservation of the supply of food, water, energy, and minerals;
- (5) promote the production of food and fiber resources and the reasonable use of mineral, water, and renewable energy resources;
- (6) promote the development of housing suitable to the needs of the region and its communities; and
- (7) help communities equitably build resilience to address the effects of climate change through mitigation and adaptation consistent with the Vermont Climate Action Plan adopted pursuant to 10 V.S.A. § 592 and 3 V.S.A. chapter 72.

24 V.S.A. § 4348a. Elements of a regional plan

- (a) A regional plan shall be consistent with the goals established in section 4302 of this title and shall include the following:

(1) A statement of basic policies of the region to guide the future growth and development of land and of public services and facilities, and to protect the environment.

(2) A natural resources and working lands element, which shall consist of a map or maps and policies, based on ecosystem function, consistent with Vermont Conservation Design, support compact centers surrounded by rural and working lands, and that:

(A) Indicates those areas of significant natural resources, including existing and proposed for forests, wetlands, vernal pools, rare and irreplaceable natural areas, floodplains, river corridors, recreation, agriculture using the agricultural lands identification process established in 6 V.S.A. § 8, residence, commerce, industry, public, and semipublic uses, open spaces, areas reserved for flood plain, forest blocks, habitat connectors, recreation areas and recreational trails, and areas identified by the State, regional planning commissions, or municipalities that require special consideration for aquifer protection; for wetland protection; for the maintenance of forest blocks, wildlife habitat, and habitat connectors; or for other conservation purposes.

(B) Indicates those areas that have the potential to sustain agriculture and recommendations for maintaining them that may include transfer of development rights, acquisition of development rights, or farmer assistance programs.

(C) Indicates those areas that are important as forest blocks and habitat connectors and plans for land development in those areas to minimize forest fragmentation and promote the health, viability, and ecological function of forests. A plan may include specific policies to encourage the active management of those areas for wildlife habitat, water quality, timber production, recreation, or other values or functions identified by the regional planning commission.

(D) Encourages preservation of rare and irreplaceable natural areas, scenic and historic features and resources.

(E) Encourages protection and improvement of the quality of waters of the State to be used in the development and furtherance of the applicable basin plans established by the Secretary of Natural Resources under 10 V.S.A. § 1253.

(3) An energy element, including an analysis of resources, needs, scarcities, costs, and problems within the region across all energy sectors, including electric, thermal, and transportation; a statement of policy on the conservation and efficient use of energy and the development and siting of renewable energy

resources; a statement of policy on patterns and densities of land use likely to result in conservation of energy; and an identification of potential areas for the development and siting of renewable energy resources and areas that are unsuitable for siting those resources or particular categories or sizes of those resources.

(4) A transportation element consisting of a statement of present and prospective transportation and circulation facilities, and a map showing existing and proposed highways, including limited access highways, and streets by type and character of improvement, and where pertinent, anticipated points of congestion, parking facilities, transit routes, terminals, bicycle paths and trails, scenic roads, airports, railroads and port facilities, and other similar facilities or uses, and recommendations to meet future needs for such facilities, with indications of priorities of need, costs, and method of financing.

(5) A utility and facility element, consisting of a map and statement of present and prospective local and regional community facilities and public utilities, whether publicly or privately owned, showing existing and proposed educational, recreational and other public sites, buildings and facilities, including public schools, State office buildings, hospitals, libraries, power generating plants and transmission lines, wireless telecommunications facilities and ancillary improvements, water supply, sewage disposal, refuse disposal, storm drainage, and other similar facilities and activities, and recommendations to meet future needs for those facilities, with indications of priority of need.

(6) [Repealed.]

(7) A program for the implementation of the regional plan's objectives, including a recommended investment strategy for regional facilities and services based on a capacity study of the elements in this section.

(8) A statement indicating how the regional plan relates to development trends, needs, and plans and regional plans for adjacent municipalities and regions.

(9) A housing element that identifies the regional and community-level need for housing that will result in an adequate supply of building code and energy code compliant homes where most households spend not more than 30 percent of their income on housing and not more than 15 percent on transportation. To establish housing needs, the Department of Housing and Community Development shall publish statewide and regional housing targets or ranges as part of the Statewide Housing Needs Assessment. The regional planning commission shall consult the Statewide Housing Needs Assessment; current and expected demographic data; the current location, quality, types, and cost of housing; other local studies related to housing needs; and data gathered pursuant to subsection 4382(c) of this title. If no such data has been gathered, the regional planning commission shall gather it. The regional planning

commission's assessment shall estimate the total needed housing investments in terms of price, quality, unit size or type, and zoning district as applicable and shall disaggregate regional housing targets or ranges by municipality. The housing element shall include a set of recommended actions to satisfy the established needs.

(10) An economic development element that describes present economic conditions and the location, type, and scale of desired economic development, and identifies policies, projects, and programs necessary to foster economic growth.

(11)(A) A flood resilience element that:

(i) identifies flood hazard and fluvial erosion hazard areas, based on river corridor maps provided by the Secretary of Natural Resources pursuant to 10 V.S.A. § 1428(a) or maps recommended by the Secretary, and designates those areas to be protected, including floodplains, river corridors, land adjacent to streams, wetlands, and upland forests, to reduce the risk of flood damage to infrastructure and improved property; and

(ii) recommends policies and strategies to protect the areas identified and designated under this subdivision (A) and to mitigate risks to public safety, critical infrastructure, historic structures, and public investments.

(B) A flood resilience element may reference an existing regional hazard mitigation plan approved under 44 C.F.R. § 201.6.

(12) A future land use element, based upon the elements in this section, that sets forth the present and prospective location, amount, intensity, and character of such land uses in relation to the provision of necessary community facilities and services and that consists of a map delineating future land use area boundaries for the land uses in subdivisions (A)–(J) of this subdivision (12) as appropriate and any other special land use category the regional planning commission deems necessary; descriptions of intended future land uses, consistent with the smart growth principles in section 4303 of this chapter; and policies intended to support the implementation of the future land use element using the following land use categories:

(A) Downtown or village centers. These areas are the mixed-use centers bringing together community economic activity and civic assets. They include downtowns, villages, and new town centers previously designated under chapter 76A and downtowns and village centers seeking benefits under the Community Investment Program under section 5803 of this title. The downtown or village centers are the traditional or historic central business and

civic centers within planned growth areas, village areas, or may stand alone. Municipalities may have more than one center, including planned new or emerging centers that anchor planned growth or village areas. Village centers are not required to have public water, wastewater, zoning, or subdivision bylaws.

(B) Planned growth areas. These areas include the high-density existing settlement and future growth areas with high concentrations of population, housing, and employment in each region and town, as appropriate. They include a mix of historic and nonhistoric commercial, residential, and civic or cultural sites with active streetscapes, supported by land development regulations; public water or wastewater, or both; and multimodal transportation systems. These areas include growth centers and neighborhood development areas previously designated under chapter 76A of this title. These areas should generally meet the following criteria:

(i) The municipality has a duly adopted and approved plan and a planning process that is confirmed in accordance with section 4350 of this title and has adopted bylaws and regulations in accordance with sections 4414, 4418, and 4442 of this title.

(ii) This area is served by public water or wastewater infrastructure.

(iii) The area is generally within walking distance from the municipality's or an adjacent municipality's downtown or village center.

(iv) The area excludes identified flood hazard and river corridor areas, except those areas containing preexisting development in areas suitable for infill development as defined in section 29-201 of the Vermont Flood Hazard Area and River Corridor Rule.

(v) The municipal plan indicates that this area is intended for higher-density residential and mixed-use development.

(vi) The area provides opportunity for development, infill development, and redevelopment that is needed to meet the regional and municipal housing targets that meet the present and future needs of a diversity of social and income groups in the community.

(vii) The area is served by planned or existing transportation infrastructure that conforms with complete streets principles as described under 19 V.S.A. chapter 24 and establishes pedestrian access directly to the downtown or village center. Planned transportation infrastructure includes those investments included in the municipality's capital improvement program pursuant to section 4430 of this title.

(C) Village areas. These areas include the traditional settlement area or a proposed new settlement area, typically composed of a cohesive mix of residential, civic, religious, commercial, or mixed-use buildings, arranged along a main street and intersecting streets that are within walking distance for residents who live within and surrounding the downtown center or village center. Village areas shall meet the following criteria:

(i) The municipality has a duly adopted and approved plan and a planning process that is confirmed in accordance with section 4350 of this title.

(ii) The municipality has adopted bylaws and regulations in accordance with sections 4414, 4418, and 4442 of this title.

(iii) Unless the municipality has adopted flood hazard and river corridor bylaws, applicable to the entire municipality, that are consistent with the standards established pursuant to 10 V.S.A. § 755b (flood hazard) and 10 V.S.A. § 1428(b) (river corridor), the area excludes identified flood hazard and river corridors, except those areas containing preexisting development in areas suitable for infill development as defined in 29-201 of the Vermont Flood Hazard Area and River Corridor Rule.

(iv) The municipality has either public water or wastewater. If no public wastewater is available, the area must have soils that are adequate for wastewater disposal.

(v) The area has some opportunity for infill development or new development areas where the village can grow, support the development of housing to meet the regional and municipal housing targets, and be flood resilient.

(D) Transition or infill area. These areas include areas of existing or planned commercial, office, mixed-use development, or residential uses either adjacent to a planned growth or village area or a new stand-alone transition or infill area and served by, or planned for, public water or wastewater, or both. The intent of this land use category is to transform these areas into higher-density, mixed-use settlements, or residential neighborhoods through infill and redevelopment or new development. New commercial linear strip development is not allowed as to prevent it negatively impacting the economic vitality of commercial areas in the adjacent or nearby planned growth or village area. This area could also include adjacent greenfields safer from flooding and planned for future growth.

(E) Resource-based recreation areas. These areas include large-scale resource-based recreational facilities, often concentrated around ski resorts, lakeshores, or concentrated trail networks, that may provide infrastructure, jobs, or housing to support recreational activities.

(F) Enterprise areas. These areas include locations of high economic activity and employment that are not adjacent to planned growth areas. These include industrial parks, areas of natural resource extraction, or other commercial uses that involve larger land areas. Enterprise areas typically have ready access to water supply, sewage disposal, electricity, and freight transportation networks.

(G) Hamlets. Small historic clusters of homes and may include a school, place of worship, store, or other public buildings not planned for significant growth; no public water supply or wastewater systems; and mostly focused along one or two roads. These may be depicted as points on the future land use map.

(H) Rural; general. These areas include areas that promote the preservation of Vermont's traditional working landscape and natural area features. They allow for low-density residential and some limited commercial development that is compatible with productive lands and natural areas. This may also include an area that a municipality is planning to make more rural than it is currently.

(I) Rural; agricultural and forestry. These areas include blocks of forest or farmland that sustain resource industries, provide critical wildlife habitat and movement, outdoor recreation, flood storage, aquifer recharge, and scenic beauty, and contribute to economic well-being and quality of life. Development in these areas should be carefully managed to promote the working landscape and rural economy, and address regional goals, while protecting the agricultural and forest resource value.

(J) Rural; conservation. These are areas of significant natural resources, identified by regional planning commissions or municipalities based upon existing Agency of Natural Resources mapping that require special consideration for aquifer protection; for wetland protection; for the maintenance of forest blocks, wildlife habitat, and habitat connectors; or for other conservation purposes.

(b) The various elements and statements shall be correlated with the land use element and with each other. The maps called for by this section may be incorporated on one or more maps, and may be referred to in each separate statement called for by this section.

(c) The regional plan future land use map shall delineate areas within the regional planning commission's member municipalities that are eligible to receive designation benefits as centers and neighborhoods when the future land use map is approved by the Land Use Review Board per 10 V.S.A. § 6033. The areas eligible for designation as centers shall be identified on the regional plan future land use map as regional

downtown centers and village centers. The areas eligible for designation as neighborhoods shall be identified on the regional plan future land use map as planned growth areas and village areas in a manner consistent with this section and chapter 139 of this title. This methodology shall include all approved designated downtowns, villages, new town centers, neighborhood development areas, and growth centers existing on December 31, 2025, unless the subject member municipality requests otherwise.

(d) With the exception of preexisting, nonconforming designations approved prior to the establishment of the State Community Investment program, the areas eligible for designation benefits under that program upon the Land Use Review Board's approval of the regional plan future land use map for designation as a downtown center or village center shall not include development that is disconnected from a downtown or village center and that lacks an existing or planned pedestrian connection to the center via a complete street.

(e) The Vermont Association of Planning and Development Agencies shall develop, maintain, and update standard methodology and process for the mapping of areas eligible for Tier 1B status under 10 V.S.A. § 6033 and designation under chapter 139 of this title. The methodology shall be issued on or before December 31, 2024, in consultation with the Department of Housing and Community Development and Land Use Review Board.

24 V.S.A. § 5803. Designation of downtown and village centers

(a) Designation established. A regional planning commission may apply to the LURB for approval and designation of all downtown and village centers by submitting the regional plan future land use map adopted by the regional planning commission. The Department and State Board shall provide comments to the LURB and the regional planning commission on areas eligible for center designation as provided in section 4348 of this title.

(b) Inclusions. The areas mapped by the regional planning commissions as a center shall allow for the designation of preexisting, designated downtowns, village centers and new town centers in existence on or before December 31, 2025.

(c) [Repealed]

(d) Approval. The LURB shall conduct its review pursuant to 10 V.S.A. § 6033.

(e) Transition. All designated downtowns, village centers, or new town centers existing as of December 31, 2025 will retain current benefits until December 31, 2026 or until approval of the regional future land use maps by the LURB, whichever comes first. All existing designations in effect December 31, 2025 will expire December 31, 2026 if the regional plan does not receive LURB approval under this

chapter. All benefits for unexpired designated downtowns, village centers, and new town centers that are removed under this chapter shall remain in effect until July 1, 2034. Prior to June 30, 2026, no check-in or renewals shall be required for the preexisting designations. New applications for downtowns, villages, and new town centers may be approved by the State Board prior to the first public hearing on a regional future land use map or until December 31, 2025, whichever comes first.

...

24 V.S.A. § 5804. Designated neighborhood

(a) Designation established.

(1) A regional planning commission may request approval from the LURB for designation of areas on the regional plan future land use maps as a designated neighborhood under 10 V.S.A. § 6033. Areas eligible for designation include planned growth areas and village areas identified on the regional plan future land use map. This designation recognizes that the vitality of downtowns and villages is supported by adjacent and walkable neighborhoods and that the benefits structure must ensure that investments for sprawl repair or infill development within a neighborhood is secondary to a primary purpose to maintain the vitality and livability and maximize the climate resilience and infill potential of centers.

(2) Approval of planned growth areas and village areas as designated neighborhoods shall follow the same process as approval for designated centers provided for in 10 V.S.A. § 6033 and consistent with sections 4348 and 4348a of this title.

(b) Transition. All designated growth center or neighborhood development areas existing as of December 31, 2025 will retain current benefits until December 31, 2026 or upon approval of the regional plan future land use maps, whichever comes first. All existing neighborhood development area and growth center designations in effect on December 31, 2025 will expire on December 31, 2026 if the regional plan future land use map is not approved. All benefits that are removed for unexpired neighborhood development areas and growth centers under this chapter shall remain active with prior designations existing as of December 31, 2025 until December 31, 2034. Prior to December 31, 2026, no check-ins or renewal shall be required for the existing designations. New applications for neighborhood development area designations may be approved by the State Board prior to the first hearing for a regional plan adoption or until December 31, 2025, whichever comes first.

(c) Requirements. A designated neighborhood shall meet the requirements for planned growth area or village area as described in section 4348a of this title.

...

§ 6033. Regional plan future land use map review

(a) The Board shall review requests from regional planning commissions to approve or disapprove portions of future land use maps for the purposes of changing jurisdictional thresholds under this chapter by identifying areas on future land use maps for Tier 1B area status and to approve designations pursuant to 24 V.S.A. chapter 139. The Board may produce guidelines for regional planning commissions seeking Tier 1B area status. If requested by the regional planning commission, the Board shall complete this review concurrently with regional plan approval. A municipality may have multiple noncontiguous areas receive Tier 1B area status. A request for Tier 1B area status made by a regional planning commission separate from regional plan approval shall follow the process set forth in 24 V.S.A. § 4348.

(b) The Board shall review the portions of future land use maps that include downtowns or village centers, planned growth areas, and village areas to ensure they meet the requirements under 24 V.S.A. §§ 5803 and 5804 for designation as downtown and village centers and neighborhood areas.

(c) To obtain a Tier 1B area status under this section the regional planning commission shall demonstrate to the Board that the municipalities with Tier 1B areas meet the following requirements as included in subdivision 24 V.S.A. § 4348a(a)(12)(C):

(1) The municipality has requested to have the area mapped for Tier 1B.

(2) The municipality has a duly adopted and approved plan and a planning process that is confirmed in accordance with 24 V.S.A. § 4350.

(3) The municipality has adopted permanent zoning and subdivision bylaws in accordance with 24 V.S.A. §§ 4414, 4418, and 4442.

(4) The area excludes identified flood hazard and fluvial erosion areas, except those areas containing preexisting development in areas suitable for infill development as defined in Section 29-201 of the Vermont Flood Hazard Area and River Corridor Rule unless the municipality has adopted flood hazard and river corridor bylaws applicable to the entire municipality that are consistent with the standards established pursuant to subsection 755(b) of this title (flood hazard) and subsection 1428(b) of this title (river corridor).

(5) The municipality has water supply, wastewater infrastructure, or soils that can accommodate a community system for compact housing development in the area proposed for Tier 1B.

(6) The municipality has municipal staff, municipal officials, or contracted capacity adequate to support development review and zoning administration in the Tier 1B area.