

Minutes of the Westford Town Common Committee- DRAFT

October 19, 2026

Call to order at 3:30 PM. Present: Lori Johnson, Susan Schmidt, Kathryn Kearns
Suzie Kearns (community member), David Gauthier (community member)

Changes to agenda or items not on agenda: None

Public Comment: None

Kathryn made a motion to approve minutes of meeting of 6/22/26. Lori seconded, all in favor.

Anticipated expenses:

- Oak Tree: Patrick, former owner of Heritage Arborists, recommended a nutrient injection to the soil to prolong the life of the large oak tree. We will add this item to our March agenda.
- Tree and shrub trimming: Lori and her husband Ray volunteered to do the trimming, as they have done previous years. David, Kathryn and Susan also volunteered to assist. We will discuss this further at the March meeting. Cost should be minimal.
- We will plan to mulch trees on the Common every other year. Next mulching will be in 2028.
- Memorial bench: Bench is leaning and unsafe due, in part, to being improperly installed. The bench was installed near a sink hole resulting from failure of the drainage system on the Common. Therefore, the bench needs to be moved to a different location on the Common. Dave recommended a cement pad for stability. Kathryn volunteered to draft a letter to the family that purchased the bench. We plan to discuss the financing and installation of the cement pad at the March meeting.

Finances:

- Edward Jones CD which came due Sept 2026: \$2000. was added for new 4 year CD of \$11000.
- Kathryn proposed keeping approximately \$500. in the checking account in anticipation of tree treatments to prolong life of large oak tree. All in favor.
- We discussed purchasing a 6 month CD with funds from the cash account at Edward Jones and funds from the town account.
- Susan made a motion to have Lori coordinate these changes, Kathryn seconded, all in favor.

Request for donations:

- Lori composed a rough draft of a letter regarding requests.
- The Committee edited and approved the letter to be sent.

Kathryn made a motion to adjourn the meeting; Lori seconded, all in favor. Meeting adjourned:
3:45 PM