

Minutes of the Westford Town Common Committee

June 22, 2026

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

Changes to agenda or items not on agenda: None

Public Comment: None

Kathryn made a motion to approve minutes of meeting of 6/8/26 as amended. Lori seconded, all in favor.

Finances:

- Discussed various options for the Common Committee's 3 accounts including the 4 CD's, the cash at Edward Jones at .15% interest, and cash in the Town's account at 1.5% interest.
- Lori made a motion (summarizing discussion):
 1. To move \$3000. from the Town's account to an Edward Jones Money Market account.
 2. In September when the \$9000. CD is due, to add \$2000 from the Edward Jones cash account for a new CD of \$11,000.
 3. To transfer the remaining balance of the Edward Jones cash account to the Edward Jones Money Market account.
- Kathryn seconded the motion, all in favor
- Susan made a motion to have Lori coordinate these changes, Kathryn seconded, all in favor.

Reviewed minor changes to the document describing "List of Requests for events on the Westford Common which can be approved by agreement of the Town Administrator and the Chair"

- Susan made a motion to accept changes, Lori seconded, all in favor.

Westford Common Use Policy

- Reviewed draft of changes
- Discussed possible fines for violations and decided to eliminate section on fines.
- Lori made a motion to accept the draft with modifications, Susan seconded, all in favor.
- Lori will take the revised Common Use Policy and the "List of Requests" document to the Select Board for their approval.

Drainage system on Common:

- Susan's son, Dan will be contacting a UVM professor about the possibility of a graduate student project to obtain more information about the location and condition of the drainage system.

Draft letter for a violation of the Common Use Policy

- Reviewed the draft and made a few changes.
- Lori made a motion to transfer the modified draft to the Select Board for their approval. Kathryn seconded, all in favor.

Correspondence: Reviewed the following correspondence:

- Dick Lavalley: Letter regarding violations of the Common Use Policy.
- Kirsten Tyler (Conservation Commission): Message regarding Japanese Knotweed near the Common.

Kathryn made a motion to adjourn the meeting; Lori seconded, all in favor. Meeting adjourned:
5:20 PM