



TOWN OF WESTFORD  
**ZONING BOARD OF APPEALS**  
55 Main Street  
Westford, MA 01886  
Telephone (978) 692-5524

**MEETING MINUTES**  
**Wednesday, January 21, 2026**  
**7:00 PM Meeting**

55 Main Street, Westford, MA 01886

**Approved February 18, 2026**

**Board Members Present:** Scott MacKay (Chair), Jay Enis (vice-chair), Dan Britko, Scott Fitzgerald, Jeffrey Valcourt, and David Earl (alt.)

**Not Present:** Andrew Spanos (alt.)

**Staff Members Present:** Jeffrey Morrissette, Assistant Town Manager – Land Use and Economic Development; and Joseph Giniewicz, Town Planner

*MacKay opened the meeting at 7:00 p.m.*

**Open Forum**

*There were no updates or announcements from the Board, Staff or Audience.*

**Review of Draft Minutes**

*Motion made by Enis to approve the Draft September 17, 2025 meeting minutes, as submitted. Seconded by Britko. Motion passed unanimously.*

**Public Hearing Items**

**1. BOA 2601 VAR – 17 Providence Road**

*Public Hearing to consider an application of **Dorin & Cristina Neacsu** for a **Variance from Appendix C** of the Westford Zoning Bylaw to allow for **construction of a 24'x24' garage with a front yard setback of 40' whereas 50' is required** (and any other permit relief that may be required under the Westford Zoning Bylaw). The property is located at **17 Providence Road** and is identified as Assessor Map 027 Parcel 0083 Lot 0000.*

Mandy Hicks appeared before the Board on behalf of the Property Owners to present the request for a Variance to allow for the construction of a 24' x 24' garage with a front yard setback of 40' whereas 50' is required. She cited hardships due to the narrow lot, steep topography, and the location of the existing gas line and chimney which prevent the garage from being attached to the

home. She also highlighted letters of support from neighbors and correspondence from the Building Commissioner.

The Board confirmed that there would be no tree removal and that the plan is to use the existing driveway.

The Board determined a Condition of Approval that any existing trees within 20 feet of the front lot line must remain and if there is a need to cut them the Applicant would return before the Board during a public meeting (unless the tree dies naturally and in that case could be removed).

*Motion made by Enis to close the public hearing for BOA 2601 – 17 Providence Road. Seconded by Fitzgerald. Motion passed unanimously.*

*The Board voted unanimously by roll call to approve the Variance for the construction of a 24' x 24' garage with a front yard setback of 38' (amended from 40') whereas 50' is required for BOA 2601 – 17 Providence Road with the special condition discussed at this meeting.*

### **General Business Items**

A. Membership Recommendations – the Board to review volunteer activity forms, interview candidates, and make its recommendation(s), if any, to the Select Board

Giniewicz informed the Board that one of the candidates, Elizabeth Garber, withdrew her application as she is moving out of town, and introduced the two candidates, Katherine Arnold and Michael Cataldo, appearing before the Board for interviews at this meeting.

MacKay conducted interviews of Arnold and Cataldo, asking several questions about their backgrounds and knowledge of the Board's responsibilities as it relates to the Zoning Act and Zoning Bylaws.

Giniewicz reported that they were still contacting other Applicants to try to schedule interviews for the Board's meeting in February and mentioned that an additional Citizen Activity Form had been received.

MacKay informed Arnold and Cataldo that the Board will deliberate in March to make their final recommendations to the Select Board.

### **Correspondence, Reports and Updates**

Giniewicz announced two upcoming public workshops for the ongoing pedestrian plan in and around the MBTA Communities Multi-Family Overlay District scheduled for January 24, 2026 from 10:00 a.m. – 3:00 p.m. at Nashoba Valley Technical High School and for the Route 40 Corridor Study scheduled for January 27, 2026 from 6:30 – 8:00 p.m. at the Cameron Senior Center.

*Motion made by Enis to adjourn. Seconded by Fitzgerald. Motion passed unanimously.*

## **List of Documents and Other Items Used at the Meeting**

1. Zoning Board of Appeals Meeting Agenda;
2. Draft September 17, 2025 Meeting Minutes;
3. BOA 2601 VAR – 17 Providence Road;
  - a. Town of Westford Board of Appeals Public Hearing Notice and Posting;
  - b. Town of Westford Board of Appeals Staff Report from Sierra Pelletier, dated January 14, 2026;
  - c. Email from Matthew Salem to Barbara Cheeks, dated December 18, 2025;
  - d. Email from Michael Denehy to Barbara Cheeks, dated December 18, 2025;
  - e. Email from Abby Graham to Barbara Cheeks, Charlene Destrempe, Erik Tardif, Jeffrey Morrissette, Jeremy Downs, Joseph Giniewicz, Kyle Fox, Mark Warren, Matthew Salem, Michael Breault, Michael Denehy, Paul Starratt, Rae Dick, Ryan Monat, Samuel Fontaine, Sierra Pelletier, dated December 18, 2025;
  - f. Email from Mark Warren to Abby Graham, Barbara Cheeks, Charlene Destrempe, Erik Tardif, Jeffrey Morrissette, Jeremy Downs, Joseph Giniewicz, Kyle Fox, Matthew Salem, Michael Breault, Michael Denehy, Paul Starratt, Rae Dick, Ryan Monat, Samuel Fontaine, Sierra Pelletier, dated December 18, 2025;
  - g. Town of Westford Zoning Board of Appeals Application Submittal Checklist;
  - h. Final Audit Report;
  - i. Town of Westford Zoning Board of Appeals Variance Application & Criteria;
  - j. Correspondence from Mandy Hicks to Town of Westford Zoning Board of Appeals, dated December 1, 2025;
  - k. Email from Erik Tardif to Mandy Hicks, dated December 18, 2025;
  - l. Photographs of subject property;
  - m. Correspondence from Yao Wang to Town of Westford Zoning Board of Appeals;
  - n. Correspondence from Joshua Rosen to Town of Westford Zoning Board of Appeals;
  - o. Town of Westford Online Property Record Card;
  - p. Town of Westford Request for and Certified List of Abutters;
  - q. Town of Westford Online GIS Map;
  - r. Deed recorded in Middlesex North Registry of Deeds in Book 17495, Page 14 on June 24, 2004;
  - s. Town of Westford Zoning Board of Appeals 3<sup>rd</sup> Party Billing Form;
  - t. Photographs of neighboring properties;
  - u. Plot Plan prepared for Dorin & Cristina Neacsu by Guaranteed Builders & Developers, dated December 15, 2025;
  - v. Architectural renderings prepared by Guaranteed Builders, Inc., dated November 4, 2025;
4. Membership Recommendations;
  - a. Town of Westford Volunteer Activity Form from Elizabeth Garber, dated July 30, 2025;
  - b. Town of Westford Volunteer Activity Form from Mythili Thirumalai, dated August 10, 2025;
  - c. Town of Westford Volunteer Activity Form from Zachary Spera, dated December 4, 2025;
  - d. Town of Westford Volunteer Activity Form from Michael Cataldo, dated December 11, 2025;
  - e. Town of Westford Volunteer Activity Form from Katherine Dorau Arnold, dated December 15, 2025.