

PROJECT: Westford- 1705 VT Route 128 Site Planning

SUBJECT: Steering Committee Meeting Agenda

DATE: November 18, 2021

TIME: 2-4 pm

LOCATION: Zoom Call

CONTACT: Tom Hand (thand@segroup.com) / Mark Kane (mkane@segroup.com)

AGENDA:

1. Public Engagement Meeting Follow-Up
 - a. Meeting Recap
 - b. Survey Responses- gather online and hand-written responses by EOD 11/19. SEG to develop brief summary memo of results/key takeaways.
 - c. Online Survey- initial results
 - d. Green Mountain Habitat- Home Description/Write Up
2. Plan Alternatives Discussion
 - a. Pros/cons
 - b. Community feedback
 - c. Committee feedback
 - d. Preferred alternative
3. Next Steps/Schedule
 - a. Develop draft preferred plan by 12/15 for SC meeting/review. (Driven by assumed December VHCB grant submission)
 - b. Preliminary Site Plan/Engineering January/February.
 - c. Survey Plat- February (need to incorporate process to finalize eastern and town common boundary lines)
 - d. Assume a Steering Committee Meeting in late January/early February.
 - e. Public Engagement Meeting #2 w/o 2/14/22.
4. 3d Visualization
 - a. Request from PC for 3d visuals of potential concept alternative.
 - b. Proposal/Budget/Timing relative to above workflow.