

**Town of Westford**  
**Outreach Committee Minutes**  
**May 2, 2022**  
Approved on June 7, 2022

**Members Present:** Pat Haller, Gordon Gebauer, Seth Jensen (chair), Heather Armata, Eric Ford, JB Hinds, Amy Macrellis, Melissa Manka

**Members Absent:**

**Roll Call:** No members of the public were present.  
The meeting started at 9:05am

**Amendments to Agenda:** None

**Citizens to be heard/announcements, etc.:** None

1. Melissa and Amy spoke about engineering update. Need Jeff, at State, to check boxes on Environmental Information Document (EID) and Preliminary Engineering Report (PE), to allow us to get approval to move forward with the project.
2. Stone meets with Planning Commission tomorrow to talk about moving forward as the Engineer on this project. Once that decision has been made, and approved by the Selectboard, we can move forward with public meetings. It is estimated that we are about a month out until Stone officially hired.
3. Wendy Doane has offered to help with visuals to convey support for this project moving forward. We are thankful!
4. Eric to draft a website and blog to update project, quick blurb, about the final process of Stone Engineers hiring.
5. Wait on updating timeline of communications until we have Stone officially on board and have a better update from State about the EID.
6. More realistic bond vote timeline is March 2023.
7. How does 1705 intersect with our Wastewater Project and what is 1705's timeline? We need to decouple both projects from each other.
8. Does it make sense to call in a Land Use Mediator to talk with people opposed to Wastewater and 1705 projects? Perhaps we can find a grant to cover this cost? JB can look around to see who is available?
9. 1705 has some turnover within groups involved in the plan, which will dictate an updated timeline, which will affect our wastewater timeline.
10. Seth has a friend offering to help do similar videography work for our project. We need to get a script together.
11. Next Meeting scheduled for June 7<sup>th</sup> at 9:30am.

**Adjourned; 10:04am**