

**TOWN OF WESTFORD
OUTREACH COMMITTEE AGENDA
September 20, 2022 MEETING**

Roll Call

Changes to Agenda

Minutes of Past Meetings

A. Project Status

- (1) Consultant contracting with Town (ESA) – Town and State review, expected timing
- (2) Current funding and upcoming Town ARPA decision-making: where will we be if (when!) the funds are approved with respect to the funding stack?
- (3) Vermont State (ANR) Review of project:
 - a. What is status of document/report review at State level
 - b. How can we Move this along? Actions needed to expedite review.
 - c. FONSI---**This is a critical upcoming milestone.**
What is this? Why is it important?
Public hearing. When? What does this involve? How to plan for success.

B. Outreach Planning

- (1) Bond Vote Timing
 - a. Timeline of outreach efforts from now until bond vote:
 - b. frequency of newsletter/FPF posts and content
 - c. frequency of FAQ, Blog and facebook updates
 - d. how do we use/integrate interested citizen website...if at all
 - e. public mailings? Useful? Practical? Cost effective?
 - f. public meeting at school?
 - g. Who will present at public meeting and who will handle technical aspects?
 - h. Eric's public outreach spreadsheet?
- (2) How can JB and Amy best be used to assist with outreach and communication?
- (3) *Reintroduction of WW project between now and public meeting
 - a. introduction of "new" consultant team between now and public meeting
 - b. any need to update FAQs to reflect new consulting team?
 - c. series of FPF posts summarizing past work, current proposed system, and reasons/need for community system (see proposed outline at end of agenda)*
 - d. creation of visuals (Wendy Doane??)
-what are we showing with new visuals?
-when do we use them?
 - e. do we need another site walk along Brookside and the Common?
 - f. any need for second tour of North Road septic system location?
 - g. how do we respond to fear of development around Common if WW approved?

C. Schedule future meetings of outreach committee

Proposed reintroduction of WW project through series of FPF posts:

Delay since last year due to GME closing and State of VT failing to do its job!

What is current state of wastewater capacity at town office and library

What has been done to explore options for improvement of limited WW capacity

Limitations of soils around Town Common—potential contamination of well water

Current proposed WW system plan—service area—construction costs—operating costs

Number/percentage of properties in service area that support project