

TOWN OF WESTFORD
1713 Vermont Route 128 • Westford, Vermont 05494
Town Office (802)878-4587 • Fax (802)879-6503

WASTEWATER OUTREACH ADVISORY COMMITTEE

Note: This is a communication planning meeting.

TUESDAY, AUGUST 8, 2023

1:00 PM

TOWN OFFICE & ZOOM

Health Guidance

Vermont Department of Health recommends that each person decide if they want to take precautions, such as wearing a mask, based on their own personal level of risk. Please stay home if you are feeling unwell.

Disclaimer

If a quorum of the board/commission is attending in-person, the meeting will continue, notwithstanding a disruption or disconnection in electronic participation.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84946747309?pwd=aXdZVkVRc21BNElGbit2b1kvWXRudz09>

Or Dial: +1 646 558 8656 US (New York)

Meeting ID: 849 4674 7309

Passcode: 1234

AGENDA

1:00 Call to order

1:01 Amendments to Agenda

1:04 Draft Minutes of July 18, 2023

1:07 Correspondence

1:10 Project Updates

- Technical Work
- Funding

1:15 Coordinating Project Cost Estimate Translation & Timeline

1:30 Service Area Meeting (Date, Venue, Planning, Cost & Invitations)

1:45 Public Informational Meetings (Dates, Venue, Format, Content, Cost & Advert)

2:00 Save the Date Postcards, Informational Booklet & Video (Content/Visual Assets, Production/Printing & Distribution & Cost)

2:15 Planning Commission Special Project Fund Request (Discussion)

2:25 Immediate Actions (Discussion)

2:35 Communication Schedule (Review & Revise)

2:45 Outreach Meeting Schedule (Set Schedule)

2:55 September Newsletter & FPF Article (Discussion)

3:00 Citizens to be Heard (Comments)

3:10 Adjourn

Any individual who believes that they need reasonable accommodation may submit a request to the Town Planner. The Town will assess whether the request for reasonable accommodation is necessary to make the Town service, program, or activity available to an individual with a disability; whether there is an alternative accommodation which may provide an equivalent level of access and/or benefit; whether the requested reasonable accommodation would impose an undue financial or administrative burden; or whether the requested reasonable accommodation would require a fundamental alteration in the nature of the Town service, program or activity.