

Wastewater Outreach Advisory Committee Meeting
July 18, 2023 Minutes
Approved: August 8, 2023

6:31 call to order

Attendees: Gordon Gebauer, Pat Haller, Eric Ford, JB Hinds, Barb Peck, resident, Maureen Wilcox, resident, Seth Jenson, Katie Harris, resident, Lori Johnson, resident, Ira Allen & Kim, resident, Wendt Doane, resident,

Amendments to agenda: amend minutes of last meeting to reflect Gordon reaching out to project leads to check timing re: project goals.

Approve minutes, Pat made motion, Seth seconded, motion passed to approve minutes.

Project updates – nothing of note. Big picture: we should be cognizant of impacts from the flooding if needed. It has affected Stone Environmental. JB doesn't expect a huge setback. Stone isn't likely to be engaged in flood stuff.

Communication schedule: service area barbecue on Aug 30. Is the common hall available? Red Brick is available. Communication plan to get to that event. Time? Evening 6-8pm? Need to secure food, plan. We do have a budget. Pat has notes from the barbecue two years ago, will take a look. Need to figure out day-of logistics – tables, grill, who is bringing what, etc.

Sept 13th is available at the school as well as Oct 18th for public meetings. Pat will lock in those dates with the school, Eric will lock in those dates with LCATV for hybrid meeting capability. Pat did talk to the Kings Hill Fire District to see if we could do a walking tour – on Sat., Sept 23rd. (same day to do a walking tour of the proposed system.) Need to figure out time of day for the site visits. 10am at Fire District for tour. Common at noon, 12-2pm walk of site.

Service Area Meeting: letter and email to all in the area – redo what we did in the past. Clear in our intentions. Invite families, the point is to give people the full info on costs and the system and face time with the engineers. August 8th latest to get letter in mail. Email on the 8th. RSVP by the 21st. Day of logistics – need to figure out food, tables, cooking etc. Pat and Eric will work on that. Gordon will you lead the presentation. The presentation will focus on the new information (project design and costs) and leave a ton of time to ask and answer questions.

Public informational meeting. Sept 13 & Oct 18th. 6:30-8:30? Need to set time, need to confirm Oakson at the meeting on 9/13. Gordon will email Peter and ask to get in touch with them to attend.

Design and video work – in process (printed at 14pt font at least) Will start working on design now of printed pieces to be sent before the 13th (postcard) and available at the 13th meeting (booklet) There are 3 things that will impact the timing – the engineers probable cost of project, the CRRP grant, the selectboard decisions around ordinance.

Video: Eric is working with the video contractors to schedule interviews and b-roll footage by the end of the first week in August. Will shoot in Westford. Possible interviews: Gordon, Amy from Stone, and Erin

from the Westford store. Will also work with Pat to get possible drone footage of the common and install field.

Special funding request from PC – more research needed to know cost of printing, mailing and BBQ (food.)

August newsletter – no update at this time. Maybe just a generic reminder? Eric will make sure Melissa submits the poster info promoting the website.

Citizens to be heard: None.

Meeting adjourned at 7:51pm.