

**TOWN OF WESTFORD  
WASTEWATER ALTERNATIVES COMMITTEE  
MINUTES FOR MARCH 26, 2024 MEETING**

**Members Present:** Holly Delisle (Town Administrator), George Lamphere (Planning Commissioner), Ron Rodjenski (Moderator), Harmony Cism (Planning Assistant, Minute Clerk), Jeremy Berger, Paul Birnholz, Martha Heath, Bill Hill, Lori Johnson, Carol Winfield

**Members Absent:**

**Also Present:** Dave Gauthier, Maureen Wilcox, Maura O'Brien, Rebecca DaVanon

**Meeting Began:** 3:00pm

**Public Comment/Items Not on Agenda:**

None

**Discussion:**

**1705 Investigation Update:**

Holly Delisle reported that Bill Hill brought a permission request form to George Pigeon to investigate his property. Mr. Pigeon had questions, so he met with Holly on 3/26/2024. There were some concerns with the agreement and George Pigeon wanted to narrow the scope a bit and to specify the engineer as Tudhope. He also requested that if the town decides not to pursue the 1705 property beyond this initial investigation, he would like the town to donate any findings to him for his use. George Pigeon signed a revised permission form. Holly will forward this to Tudhope.

Ron Rodjenski stated that the next step is for Tudhope to say he is interested. A scope of work will be presented to Tudhope, who will agree to the scope or amend it. Holly will send out the draft scope as written, but it may change based on Tudhope's input. Bill Hill asked about a specific list of attributes and the best way to be sure we ask the right questions. Ron responded that timelines would overlap. Tudhope will start with a limited scope, which may be revised after the matrix is complete.

Carol Winfield reported that she received an email from Vermont River Conservancy, and it is a positive reply. The VRC may be willing to negotiate and purchase the 1705 property if the town wants to use it for wastewater or other things. They could take care of the brownfield. Carol feels that this is good news if the town decides to pursue 1705.

**Matrix Update:**

Ron Rodjenski proposed narrowing down the attributes list, which is raw right now. The matrix needs clear attributes. The group used the same process to narrow down the attributes list that they used to narrow down the ideas list last week, which resulted in 3 "top alternatives": the 1705 property, the Westford Common Hall Property, and private properties around the Common.

The list was narrowed down to the following attributes:

- *Site Capacity:* Properties served, number of users that can be served. Once we have soil capacity, we can see how many properties it can serve. Raw data is available for existing properties.
- *Capital Cost:* includes initial engineering cost and everything required to get the system functional.
- *Annual O&M Cost:* will be unknown until we know the useful life of the system.

- *Funding available*
- *Contingencies needed.* Could include easements, additional rights, and acquisition. Some proposed ideas may require significant contingencies.
- *Time to Complete:* construction only.
- *Links to information*
- *Impacts/Considerations:* including environmental impacts as well as Village Center impacts. These should be objective, not subjective.

**Prepare SB Update:**

The Committee will provide an update to the Selectboard at their meeting on 3/28/2024.

Paul Birnholz announced that he will recuse himself, as his property was mentioned as a possible alternative site. He will still attend meetings, but not as a member of the WAC.

The group discussed sharing a memo or appointing a person to attend the Selectboard meeting. Bill Hill will update the PowerPoint and present it to the SB to outline the core ideas and attributes.

George Lamphere reported that he and Martha Heath sent a letter to the Westford Common Hall, who will be holding a meeting tomorrow. Martha will attend. If they say that we can investigate the property, do we ask the SB to authorize another \$5K to hire an engineer? Lori Johnson said that engineering from scratch will require bids. Holly Delisle added that studies exist, but we would need a quote from an engineer. Martha said that she received a response from Amber Haller. There was a question as to what the timeframe is in which we need a response. It is a tight timeline. The committee needs to ask the SB. If they give a positive response, are they willing to look into an engineer? The SB should consider finding an engineer to investigate further, as well as asking the WCH for existing information. There is support behind the concept.

**Task Assignments:**

George Lamphere will ask the SB about investigating the WCH property.

Bill Hill will update the SB on the matrix and Pigeon's permission.

Holly Delisle will send out the scope of work to Tudhope and the committee; send updated spreadsheets to Bill; cleanup/combine ideas and prioritize; and send Amber Haller's email (WCH) to the committee.

**Next meeting:** April 2, 2024

**Adjourn:** 4:20pm