

**TOWN OF WESTFORD  
WASTEWATER ALTERNATIVES COMMITTEE  
MINUTES FOR SEPTEMBER 24<sup>th</sup>, 2024 MEETING**

**Members Present:** Holly Delisle (Town Administrator), Harmony Cism (Planning Coordinator, Minute Clerk), Max Tyler (Planning Commission), Pat Haller (Selectboard), Jeremy Berger, Lori Johnson, Carol Winfield

**Members Absent:** Martha Heath, Ron Rodjenski

**Also Present:**

**Meeting Began:** 3:00pm

**Public Comment/Items Not on Agenda:** None

**Review and approve minutes of 5/7/24:**

Jeremy Berger motioned to approve the minutes of the May 7, 2024 meeting. Carol Winfield seconded the motion. The motion passed unanimously.

**Discussion:**

**Review Mission Statement:**

The following edits were made to the WAC Mission Statement:

- WSOC acronym was changed to WAC.
- The list of members was amended to reflect current members.
- Removed language regarding “pause” of Maple Shade project.
- Language concerning a “final report” was changed to “periodic reports.”
- Rearranged some sentences for clarity and succinctness.

Max Tyler is new to the committee and asked for details about language in the second paragraph. Holly clarified that Westford has a statutory responsibility to care for the Town Office and Library. Finding a wastewater solution for these two municipal buildings is the top priority. If the Town happens to find a system that has enough capacity to help civic buildings, or a combination of public and private properties, that would be wonderful.

Pat Haller reported that in the Town Plan, one goal is to continue working toward development of a community wastewater system to serve the Town Center area. The Town had designated the Maple Shade Town Forest to do this. Now we are looking for alternatives to Maple Shade. Alternatives should include this as the goal. We may not be able to achieve this goal, but that is the Town goal. Pat hoped we can find solutions for everything but is not confident we will. The Town owes it to the community to find what’s available and report back.

Holly Delisle pointed out that it would be good to have a timeline. There are no grant partners remaining from the original project. It will be good to give ourselves some kind of goal/end. Carol Winfield said that if we find a viable system, the Selectboard can either approve it or ask the WAC to continue. Max Tyler added that if the WAC is providing reports, at every report the Selectboard has option to ask the WAC to continue or stop.

The group discussed deliverables. The matrix is the deliverable that the Selectboard would need to use to make decisions. Lori Johnson said that it is difficult to fill in the matrix because is too involved. Holly Delisle asked about presenting potential sites and asking for funds to pursue the sites that have potential. When presenting these things, are we going as far as getting cost estimates for completing a system or just a list of sites? Max Tyler asked what criteria would be used to narrow down the list of 15

options. Pat Haller stated that we need to document that sites have been looked at and what attributes are on each site. It is ultimately up to the Selectboard to decide what to do.

The group discussed the 1705 Property. Pat Haller reported that the site is permitted for 490gpd. The priority is to address the needs of the Town Office and Library first. Pat's opinion is that 1705 may not be able to handle future needs. Pat feels the 490gpd may not be enough but will be better than what we have today. If the Town acquires the 1705 Property, we will still need more capacity for civic buildings and private properties. Pat recalls that expected use for the Maple Shade project was calculated to be around 10Kgpd. Carol Winfield says we don't have the numbers showing what the exact capacity needed is. She says many people are throwing around numbers that might not be accurate to our needs right now. She would like to point out that we don't know at this time what expansion for the Town Office will look like.

#### **Review Work Completed to Date & Assign Tasks:**

The next property to be investigated is the Westford Common Hall. An agreement to look at this property has been drawn up. This agreement allows an engineer to dig test pits.

The 1705 Property investigation is done as far as the WAC is concerned.

Carol Winfield asked about public outreach. The Selectboard can announce that the WAC has been reestablished at their next meeting. At this point, there is not much new information to share.

#### **Task Assignments:**

- The WAC will review the access permission agreement at the next meeting before sending it to the WCH.
- Holly Delisle will share VT State Wastewater System and Potable Water Supply Rules with the group.
- Tudhope will be asked to figure the current need as it stands for the Town Office and Library. The Selectboard can be asked what they foresee for Town growth over the next 10 years.
- Lori Johnson will look up the gallons per minute provided by the existing Town Office well and share the data at the next WAC meeting.

#### **Review Proposed Future Meeting Schedule:**

The group decided to meet on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of the month at 3pm at the Westford Public Library.

**Next meeting:** October 7<sup>th</sup> at 3pm due to the 2<sup>nd</sup> Monday being Indigenous People's Day. The following meeting will be on October 28<sup>th</sup>.

**Adjourn:** 4:02pm