

MEETING POSTING and AGENDA

Public Works Initiative Committee

**Friday, August 26th, 2011 at 8:30 A.M.
Main Meeting Room, Town Hall
55 Main Street, Westford, MA**

- I. Administrative:
 - a. Appoint meeting secretary.
 - b.
 - c. Open Forum.

- II. Discussion Items:
 - a. Consolidated facilities management in other towns.
 - b. Quarterly Report Results: Review discussion with BOS.
 - c. Results of Town Strategy Meeting.
 - d. Continue discussion of Committee Direction document.

- III. Next Steps:
 - a. Discuss care of town land and facilities.
 - What information do we need? How do we get it?
 - Systematic review of facility requirements.
 - Maintenance and repair.
 - Capital requirements.
 - Potential organizational impact.
 - Who needs to be involved?
 - Establishing priorities.
 - b. Coordination with PTBC, Capital Planning Committee and Energy Committee.

- IV. Agree to and assign action items for next meeting.

IV. Adjourn.