

**MEETING POSTING and AGENDA**

**Public Works Initiative Committee**

**Thursday, October 6, 2011 at 7:30 P.M.  
Main Meeting Room, Town Hall  
55 Main Street, Westford, MA**

- I. Administrative:
  - a. Appoint meeting secretary.
  - b. Approve Meeting Minutes for August 26, 2011.
  - c. Open Forum.
  
- II. Discussion Items:
  - a. Update on meetings with department heads.
  - b. Revise/approve questions for Department Heads.
  - c. Update on contract consolidation efforts. Discuss the potential for additional town-wide contracts.
  - d. Discuss committee schedule and possible input for ATM.
  
  - e. Discuss approach/ latest information on facilities consolidation in other towns.
  
  - f. Coordination of activities and plans with PTBC, Capital Planning Committee and Energy Committee.
  
- III. Agree to and assign action items for next meeting.
  
- IV. Adjourn.