

MEETING POSTING and AGENDA

Public Works Initiative Committee

**Friday, November 18, 2011 at 8:30 A.M.
Main Meeting Room, Town Hall
55 Main Street, Westford, MA**

AGENDA:

8:30: Administrative:

- a. Appoint meeting secretary.
- b. Approve Meeting Minutes for October 6, 2011
- c. Open Forum.

8:35: Discuss status of town-wide contract effort. Update from Assistant Town Manager.

8:55: Report on the results of the PWIC Questions for the departments from Chairman.

9:10: Discuss options for the development of facility standards and for a real time database for the condition of town facilities.

9:30: Discuss possible changes in care and custody org chart.

9: 50: Discuss approach/ latest information on facilities management consolidation in other towns.

10:15: Propose action items for next meeting, December 9, 2011.

10:30: Adjourn.