



TOWN OF WESTFORD  
**Budget Task Force**  
TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

**MEETING AGENDA**  
Wednesday, June 7, 2023  
12:30 PM

Meeting will be held virtually, link to access the meeting is below:  
[https://westfordma-gov.zoom.us/webinar/register/WN\\_8DHDe3VoSRCDv2t5Xj0ogw](https://westfordma-gov.zoom.us/webinar/register/WN_8DHDe3VoSRCDv2t5Xj0ogw)

1. 12:30 PM **Call to Order**
2. 12:32 PM **Approval of Minutes – May 31, 2023**
3. 12:35PM **FY24 Budget Overview**
  - i. Review FY24 Budget Process and Results
  - ii. Review FY23/24 Revenue Presentation
4. 1:00PM **Discuss and Develop Outline of Draft Report**
5. 1:10PM **Review Structure of the Budget Task Force Website**
6. 1:15PM **Review Potential Comparable Communities**
7. 1:20PM **Election of Chair, Vice Chair and Clerk**
8. 1:25PM **Next Steps**
  - i. Outline of process moving forward
  - ii. Schedule next meeting date
9. 1:30PM **Adjournment**

*If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact our office at 978-692-5501 extension 1 or email to [tmaa@westfordma.gov](mailto:tmaa@westfordma.gov)*