



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

**MEETING AGENDA**

Wednesday, July 5, 2023

12:30 PM

Meeting will be held virtually, link to access the meeting is below:

<https://westfordma-gov.zoom.us/j/84865352048>

1. 12:30 PM **Call to Order**
2. 12:32 PM **Approval of Minutes for the Benchmarking & Efficiency Working Group**  
Monday, June 26, 2023  
Wednesday, June 28, 2023
3. 12:40 PM **Working Session to Review, Develop, and Comment on Information Related to Benchmarking and Efficiencies for the Budget Task Force**
4. 1:45 PM **Old Business**
5. 1:50 PM **Future Meetings**
6. 2:00 PM **Adjourn**

*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)*