



**TOWN OF WESTFORD  
COMMUNICATIONS ADVISORY COMMITTEE**

TOWN HALL  
55 Main Street  
WESTFORD, MA 01886  
Telephone (978) 692-5501 Fax (978) 399-2557

**MEETING AGENDA**

September 14<sup>th</sup>, 2023

1:00 PM

Meeting will be held virtually- instructions are below  
Once started, all times shown are estimates

1. 1:00 PM Call to Order
2. 1:00 PM Open Forum
3. 1:10 PM Approve minutes from 10<sup>th</sup> August meeting
4. 1:15 PM Comcast/Verizon Renewals
  - Discuss feedback from Select Board on 22<sup>nd</sup> August
  - Review feedback from Strategic Planning Retreat on 7<sup>th</sup> September
5. 1:35 PM Fire Station Sign Board
  - Review feedback from Strategic Planning Retreat on 7<sup>th</sup> September
6. 1:45 PM Additional Updates / Other Business
7. 1:50 PM Schedule Next Meeting
8. 1:50 PM Adjournment

**To access virtual meeting:**

All members of the public are invited to a Zoom meeting.  
When: Sep 14, 2023 13:00 Eastern Time (US and Canada)  
Topic: Communications Advisory Committee

Register in advance or at any time prior to the conclusion of this meeting by accessing the following link on your computer, smart phone or tablet:  
[https://westfordma-gov.zoom.us/webinar/register/WN\\_fG1bgcqwTQmdYuLrwWxWeg](https://westfordma-gov.zoom.us/webinar/register/WN_fG1bgcqwTQmdYuLrwWxWeg)

Registration requires only that you provide a name and E-mail address.

After registering, you will receive a confirmation email containing information about joining the meeting and you will be provided with immediate access if the meeting is already in progress.

Please be advised this open meeting may be broadcast live via WCAT and recorded for playback online, video-on-demand viewing at <https://cloud.castus.tv/vod/westfordcat/?page=HOME>. Attendees are reminded that by attending this meeting, you consent to your likeness and audio being used and rebroadcast by WCAT, or by the Town.

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).