



TOWN OF WESTFORD
ACCESS TO TOWN MEETING (ATM) COMMITTEE
TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5501 Fax (978) 399-2557

ATM MEETING AGENDA

Tuesday, November 16, 2021

7:00PM

Meeting will be held virtually. Registration link is below.

1. **7:00 PM Call to Order**
2. **7:00 PM Open Forum/Announcements**
3. **7:05 PM Approve (Updated) October 19, 2021 Minutes**
4. **7:10 PM Confirm Milestone/Plan Dates on Recommendations to SB**
5. **7:15 PM Review Updates (any Walk Thrus) from Working Groups**
 1. **Branding: *Megan***
 2. **Remote Participation Working Group: *Tom***
 3. **Community Data Collection Working Group: *Kristina***
 4. **Westford Community Input Working Group: *Valery***
6. **7:35 PM Discuss next steps/letter from LWV Westford about Town Meeting Banner (Under separate cover)**
7. **7:40 PM Confirm Milestone/Plan Dates on Recommendations to SB**
8. **7:45 PM Update on Voting Tabulation Devices (Clickers)**
9. **7:50 PM Validate next meeting: December 15th (Ensure quorum) and solicit minute taker for next Meeting.**
10. **Adjournment**

All members of the public are invited to a Zoom meeting.

When: Nov 16th, 2021 07:00 PM Eastern Time (US and Canada)
Topic: Access To Town Meeting 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_UkVzh9DDTjSdy5AMz_hzOg

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.

Westford CAT will be broadcasting the meeting live on channels 9 (Comcast) and 34 (Verizon). They will also be streaming the video online, here:

<https://www.youtube.com/c/WestfordCAT/videos>

Be sure to visit the website for other happenings at Westford CAT:
www.westfordcat.org.