

TOWN OF WESTFORD  
Budget Task Force – Benchmarking and Efficiency Working Group  
Meeting Minutes

Date: Wednesday, July 12, 2023

Members Present: Kristen Las, Kristina Greene, Amy Lundquist, Vibhu Jain, Jenny Lin, Valery Young

Las called the meeting to order 12:32

VOTE: Greene moved and Young seconded to approve July, 5<sup>th</sup> minutes. Approved unanimously

Detailed discussion of community budget spreadsheet.

Young discussed taking a closer look at the school data and Las was working on identifying health insurance costs

Greene suggested the following criteria to identify a smaller sample within the communities:

Communities with in 15% of Westford's population

Communities within 15% of Westford's per capita income

Communities with similar residential vs. commercial tax income

Discussion on potential efficiencies that may include shared services/regionalization. The group was asked to brainstorm/research potential opportunities. Beyond cutting costs these changes could increase services.

The group broke to meet with the larger Budget Task Force