



ADMINISTRATION

Memo

To: All Departments, Boards, Commissions, Town Clerk, Moderator, A/B Regional Schools, and Minuteman Regional High School
From: Ryan Ferrara, Town Administrator
cc: Board of Selectmen
Date: July 17, 2018
Re: Meeting Dates August 28, 2018 – January 28, 2019

The selectmen have approved the schedule below for the period August 27, 2018 – January 28, 2019. All meetings will be held at 7:00 p.m. in the Grange Meeting Room, Town Hall unless otherwise indicated. Additional meetings will be scheduled as necessary.

Please make a note of these dates and keep them in mind if you have any business that you would like brought before the Board and refer to the web calendar for possible changes in meeting dates/times. If you have information that you would like to forward to the Selectmen for their consideration on the agenda, please submit it to me at rferrara@boxborough-ma.gov no later than noon on the Tuesday prior to the scheduled meeting and I will forward to the BoS Chair, Susan Bak. If you have business of an urgent nature that cannot wait until the next regularly scheduled meeting, please contact me so that we may make arrangements for a meeting with the Selectmen to be scheduled and posted.

Please don't hesitate to contact me if you have any questions.

Please remember that meetings must be posted 48 hours in advance, not including Saturdays, Sundays and holidays.

- Monday, August 27th
- Monday, September 10th
- Monday, September 24th
- Saturday, September 29th – Goals Workshop
- Monday, October 15th
- Monday, October 29th
- Monday, November 5th, Morse/Hilberg Meeting Room
- Monday, November 19th
- Monday, December 3rd
- Monday, December 17th

2019

- Monday, January 7th
- Monday, January 28th