

**Town Meeting Study Committee
Notice of Public Meeting**

Date **April 18, 2017**
Time **7:30 AM**
Place **Boxborough Town Hall**

Agenda

Review and vote the minutes of the last meeting of April 4, 2017

Pending Initiatives

Videos: Town Meeting, Something for Everyone ✓ Wrap up video taping ✓ Get videos to Kirby Dolak to splice together ✓ Facebook, Town Website and BXB TV	Susan/Abby
Facebook page ✓ Calendar for scheduling FB posts completed a. Short blurbs about the budget and articles b. Interesting facts c. Videos	Jennifer
Signage ✓ Update ✓ Distribution of signs	Jeanne
Marketing update ✓ Bookmarks for Library ✓ Print media campaign	Jeanne/Jennifer John
PTF/School Notice/Weekly Chatter	Jennifer
Food/desserts ATM: update	Jeanne
Review Warrant prior to going to print on April xx ✓ To ensure basic questions are answered in the summary	John, Jennifer
Robo call ✓ Les Fox to record ✓ Chief Ryder to send out ✓ Send Thursday May 4 th and Sunday May 7 th	Susan
Large Print Warrant ✓ Follow w/ Selina o 5 copies Library o 15 copies for ATM	Susan
Update Summary report for ATM as a handout	Susan

Other

- Date of next meeting