

INFORMATION SHEET ON MATERIALS SUBMITTED FOR PUBLIC MEETINGS AND HEARINGS

In an effort to avoid confusion on the part of citizens, town staff or boards, the town staff respectfully requests that citizens choose one of the following options for making presentations to the Board of Aldermen or advisory boards:

1. That any presentation be emailed to the town staff no later than noon on the day of the meeting at which the presentation will be made; or
2. That paper copies of the presentation be provided to town staff by noon on the day of the meeting; or
3. That citizens provide their presentations on their own equipment.