



# Town of Acton Massachusetts

## Town Meeting Improvement Committee

### AGENDA

September 4, 2019

7:30 PM

ROOM 9, ACTON TOWN HALL, 472 MAIN STREET

1. Introductions
2. Review and Discuss Committee Charge from Board of Selectmen
  - a. Scope
  - b. Timing
  - c. Methods
  - d. Limitations
3. Propose and Discuss improvement ideas
4. Committee Administration

Election/ Appointment of Vice Chair and Clerk

Schedule future meetings

The listed agenda items are those reasonably anticipated by the Chair. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can and include a way we can contact you if we need more information. Please allow advance notice. Send an e-mail to [manager@actonma.gov](mailto:manager@actonma.gov) or call Town Manager's Office (978)929-6611