

**TOWN OF WINCHESTER
PUBLIC MEETING NOTICE and AGENDA**



Pursuant to MGL Ch. 30A, Sec. 18-25 All meeting notices and agendas must be filed and time stamped by the Town Clerk's Office and posted **at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)** Town Clerk's staff requests submissions **72 hrs. Prior** to the meetings to allow for processing time. A listing of topics the chair reasonable anticipated will be discussed at the meeting must be on the agenda.

COMMUNICATIONS STUDY COMMITTEE (CSC)

Date: May 5, 2022

Time: 12:00 PM

Type: Remote Participation

Zoom Link: Pre-Registration is required

[https://us02web.zoom.us/meeting/register/tZ0sdeCuqzgiHtRDqLxLFoSo270ca4i4gvd-](https://us02web.zoom.us/j/844582342)

Agenda (12:00 pm – 1:00PM)

- Administrative (5 minutes)
 - Approval of minutes of April 11, 2022
 - Approval of minutes of April 13 Listening Sessions
- Town Meeting Interim Report
 - Feedback, follow-up, etc.
- Phase I Work Plan (10 minutes)
 - Remaining interviews
 - Chamber of Commerce; others?
 - Town communication expenditures (estimates)
 - Town communication platforms (inventory)
 - Document storage
- Phase II Work Plan (30 minutes)
 - Preliminary schedule (draft)
 - Issues and solutions worksheet (draft)
 - Research priorities/working group assignments
- Public Comment (5 minutes)
- Next Meeting/s and Location/s (5 minutes)
 - Date/time for "Town Common" presentation
- Adjourn

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TOWN CLERK
TOWN OF WINCHESTER

If you need reasonable accommodations under the ADA Law in order to participate in the meeting, contact the Human Resource Department 781-721-7157 in advance of the meeting. While the municipality will do its best to accommodate you, certain accommodations require the hiring of outside contractors who may not be available if requested immediately before the meeting. Please submit posting: townclerk@winchester.us