Board of Selectmen - Agenda Request Form

This form will become part of the background information provided the Board & Public.

Meeting Information			
Date Submitted:		Date Requested for Meeting:	
Date Requested for Meeting		Add'l Information Attached (Yes/No)	-

Category of Business *(check applicable)*			
Appointment:		Old Business:	
Request for Service:		New Business:	
Submission of Nomination:		Other:	
Enforcement:			

Brief description of topic to be discussed

Selectmen's Meeting are generally conducted on Monday evenings. See website for more detail.
All meetings are open to the public.

To be considered for inclusion, requests must be received by noon time on the Wednesday preceding a meeting. Requests may be referred to departments (as appropriate) in advance of the Selectmen's Meeting to allow for assembly of supplemental information.

Please provide contact information, phone number and email to facilitate scheduling. Selectmen's office staff will be in contact to confirm agenda scheduling, date and time. Questions regarding the agenda management process may be directed to the Town Administrator by phone or email.

Contact Information	
Print Name:	
Signature:	
Address:	
Phone:	
Email:	

For Selectmen's Office Use Below

Date Received:	
Additional Supplemental Information (Yes/No):	
Referred to Department (Yes/No):	

If yes to above, provide detail:

Schedule for BOS Meeting (date): Town Administrator: