

8/24/09 (4)

Christine Joyce

From: Paulina Knibbe [p.knibbe@comcast.net]
Sent: Wednesday, June 17, 2009 1:29 PM
To: Michaela Moran
Cc: Christine Joyce; Historic District Commission; Board of Selectmen
Subject: Re: Annual Oversight Meeting

Hello, Michaela. I have spoken with Peter Berry and, based on the meeting he had with you on Monday night, he recommends granting your request to postpone the oversight meeting for the HDC.

Christine - could you please take the HDC oversight off of the agenda for Monday night's meeting and move it to an appropriate timeslot in August.

Thank-you.

Paulina

michaelamoran1 wrote:

The Historic District Commission has undergone a serious change in personnel. As we are in the process of reorganization and are currently carrying more than a full load of applications, I am making a request to postpone the scheduled oversight meeting with the BoS to the originally scheduled August time-frame when we, the HDC and the BoS, can have a more productive meeting.

Michaela Moran,
Vice-Chairperson
Acton Historic District Commission

From: Christine Joyce [mailto:cjoyce@acton-ma.gov]
Sent: Tuesday, June 09, 2009 9:02 AM
To: Historic District Commission
Cc: Paulina Knibbe (comcast); Manager Department
Subject: Annual Oversight Meeting

Dear HCD Committee Members:

The Board of Selectmen have the HDC scheduled for their Annual Oversight Meeting for June 22nd at 7:55 p.m. Please advise through your vice-chair a confirmation of attendance. This meeting has been scheduled for over a month, and due to the resignation of Brian Bendig, please confirm attendance to your Vice Chair who will in turn confirm your attendance to me. Please note Chair Knibbe's request for materials prior to the June 22nd meeting.

COPY OF ORIGINAL NOTICE

TO: HDC

From: Paulina Knibbe, Chair, Board of Selectmen
Subject: Oversight Meeting

The Board of Selectmen would like to continue their practice of meeting annually with major boards and committees in order to facilitate communications, recognize accomplishments from last year and review plans for the coming year.

We have scheduled your Board/Committee's oversight meeting for Monday, June 22 at 7:55 in the Francis Faulkner Hearing Room at Town Hall. Please let your members know of this meeting so that they can plan to attend. **It is not imperative that all members attend, but a majority would be appreciated.**

Please submit a copy of your committee's charter or mission, a short description of your accomplishments last year and your plan of action for the coming year before the oversight meeting. If you have issues that you would like to bring to the Board of Selectmen, please include them in your written materials or discuss them with your Selectman Liaison so that board can be prepared to address them.

please contact Christine Joyce of the Town Manager's by E-mail at cjoyce@acton-ma.gov if you have any questions.