



**Acton 2020 Committee  
Agenda  
August 11, 2010 – 7:00 PM  
Town Hall, Faulkner Room 204**

- I. Approve minutes
- II. Review/comment on town website and mock-up of Acton2020.info.
- III. Approve sustainability metrics/agree on any changes necessary to inventory analysis
- IV. Discuss subcommittees/advisory groups
  - a. Review committee/group responsibility descriptions (Margaret, Kristin/Roland, and Jim)
  - b. Determine how standing town committees/groups can fit into 6 topical advisory groups
  - c. Begin brainstorm of how and with whom to populate the groups/committees
  - d. Assign committee liaison to each group
  - e. Agree on timeline and next steps for creation of committees/groups
- V. Make plans for preparing for community outreach event in October
  - a. Brainstorm outreach strategy
  - b. Agree on meeting details
    - i. Content
    - ii. Timeframe
    - iii. Venue
    - iv. Facilitator
- VI. Agree on next steps
  - a. Decide whether to hold August 25<sup>th</sup> meeting
  - b. Decide when to discuss Brandy Brandon's comments
  - c. Agenda for next meetings, including when PC will be attending