

**Lisa Tomyl**

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**From:** Dean Charter  
**Sent:** Monday, August 25, 2014 9:14 AM  
**To:** Manager Department  
**Cc:** ptcahoff@verizon.net; Andrea Ristine; Biff Macgregor  
**Subject:** FW: Acton Women's Club Bake Sale

Greetings,

I have been presented with the attached request from the Women's Club to put a temporary sign on the Common (as per BOS policy it would not be on the Monument Triangle). This is the same as in prior years, and I recommend approval. Can you place this on consent on the next BOS agenda?

Regards,

Dean A. Charter, MCA, MCPPO  
Municipal Properties Director

-----Original Message-----

**From:** Paul & Carolyn Hoff [<mailto:ptcahoff@verizon.net>]  
**Sent:** Saturday, August 23, 2014 6:34 PM  
**To:** Municipal Properties Department; [deancharter@acton-ma.gov](mailto:deancharter@acton-ma.gov)  
**Subject:** Acton Women's Club Bake Sale

**Mr. Charter:** The Acton Women's Club is requesting permission to put up a 4' x 4' sign on the Common to advertise, 10 days before the event.

**PIES "PLUS" BAKE SALE**

**OCTOBER 18, 2014. 8 A.M. - UNTIL SOLD OUT**

**at**

**THE ACTON WOMEN'S CLUB HOUSE**

**504 Main St.**

**Request is from:** Carolyn Hoff, Bake Sale Chairperson  
7 John Francis Ln., Acton MA 01720  
Email - [ptcahoff@verizon.net](mailto:ptcahoff@verizon.net)  
978-263-8507

**Thank you.**