

From: [Andrea Ristine](#)
To: [Manager Department](#)
Cc: "ptcahoff@verizon.net"; [Biff Macgregor](#); [Andrea Ristine](#)
Subject: FW: sign request - Women's Club
Date: Thursday, August 13, 2015 4:06:51 PM

Greetings,

We have the annual 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 next BOS consent agenda?

Thank you,
~Andrea

Andrea Ristine
Town of Acton
Municipal Properties
978 929 7744

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

From: Carolyn Hoff [<mailto:ptcahoff@verizon.net>]
Sent: Thursday, August 13, 2015 1:26 PM
To: Municipal Properties Department
Subject: sign request

To: Dean Charter
Municipal Properties
August 13, 2015

The Acton Women's Club is requesting permission to put up a 4" x 4' sign on the Common to advertise, 7 to 10 days before the event. Sign to read:

ACTON WOMEN'S CLUB
BAKE SALE
OCTOBER 17, 2015
8 AM - UNTIL SOLD OUT
504 MAIN ST.

Thank you
Carolyn Hoff, Bake Sale Chairperson
7 John Francis Ln., Acton MA
978-263-8507
e mail: ptcahoff@verizon.net