



OPEN SESSION MINUTES  
**BOARD OF SELECTMEN**  
Monday, February 10, 2020

*COPY*

WILLIAM DOWLING, CHAIRMAN  
CAROLE JULIUS, VICE CHAIRMAN  
DAVID SHEEDY, CLERK

TOWN HALL, 1<sup>st</sup> FLOOR CONFERENCE ROOM  
175 CENTRAL STREET  
EAST BRIDGEWATER, MASS.

*Members Present:* William Dowling, Chairman; Carole Julius, Vice Chairman and David Sheedy, Clerk

*Members Absent:*

*Others Present:* Brian Noble, Town Administrator and Rebecca Johnson, Administrative Assistant

6:30 pm Chairman Dowling called the meeting to order.

Chairman Dowling led the Pledge of Allegiance.

OPEN FORUM

Susan Gillpatrick, Town Clerk was present to remind residents the last day to register to vote for the March 3, 2020 Presidential Primary is Wednesday, February 12, 2020. The Town Clerk's office will be open until 8:00 pm for in person registration and the Town's website is available for registration until midnight.

Ms. Gillpatrick stated Annual Town Election is Saturday, April 11, 2020. Town Office nominations papers are available now, last day to obtain nomination papers is February 19, 2020 and the last day to return them in is Friday, February 21, 2020.

Ms. Gillpatrick briefly announced what is on the ballot. Moderator, One / Three Year Position; Selectmen, One / Three year position; Assessor, One / Three year position; School Committee, Two / Three Year positions, East Bridgewater Housing Authority, One / Three year position; Trustees for the Public Library, Two / Three Year positions; Board of Health, One / Three year position; Planning Board, Three / Three Year positions.

She stated residents who have yet to return their census to please do so.

APPOINTMENTS

Paul O'Brien, Deputy Chief was present to give an update on Ms. Alexizz Xavier, Animal Control Officer. He reported that there were 118 ACO calls from December 15, 2019 through February 10, 2020. Mr. O'Brien briefly went over her investigations, quarantines and follow ups. He stated that she worked very closely with Joe Stevens, Whitman ACO.

The Deputy Chief reported there were approximately 250 unlicensed dogs when Ms. Xavier began working closely with the Town Clerk's office. Ms. Xavier has gotten down to 6 unlicensed dogs.

Mr. O'Brien briefly mentioned Ms. Xavier's upcoming training and education she is planning to attend. These trainings must be completed within one year of her appointment.

Mr. Sheedy asked about the number of incoming calls with prior ACO. Mr. O'Brien confirmed and advised most calls went directly to the ACO and has no backup on how many calls she was taking. Mrs. Julius commended EBPD for tracking the ACO calls now. He noted that Ms. Xavier works as ACO on Monday and Tuesday and Day Dispatcher on Wednesday through Friday. Mr. Dowling stated the ACO reporting to the police department instead of the Town Hall works well.

### ACTION ITEMS

Mr. Sheedy made a motion to approve minutes of the January 27, 2020 4:00 pm Board of Selectmen's meeting. Mrs. Julius seconded. Motion passed unanimously.

Mr. Sheedy made a motion to approve and not release minutes of the January 27, 2020 5:15 pm Executive Session Board of Selectmen's meeting. Mrs. Julius seconded. Motion passed unanimously.

Mr. Sheedy made a motion to accept changes to the solid waste program, including increase in fees effective March 1, 2020 from \$300 to \$400 a year. Mrs. Julius seconded. Motion passed unanimously.

Mrs. Julius commended Mr. Haines presentation on the solid waste program presented at the last Selectmen's meeting.

Mr. Sheedy made a motion to approve the request from Lenore Christensen of EB Garden Club for the use of the Town Hall parking lot and Green for the purpose of EB Garden Clubs major fundraiser. Funds support a High School scholarship and Town beautification projects. Set up: Friday, May 22, 2020. Day of Event: Saturday, May 23, 2020 8:00 am – 3:00 pm. Rain Date if needed: Sunday, May 24, 2020. Mrs. Julius seconded. Motion passed unanimously.

Mr. Sheedy made a motion to appoint Jessica Packer to the Recreation Commission effective February 10, 2020 through June 30, 2021. Mrs. Julius seconded. Motion passed unanimously.

Ms. Packer was present and gave a brief background and previous job experiences.

Mr. Sheedy made a motion to accept 268a disclosure submitted by Deputy Chief Paul O'Brien, acknowledge receipt of proposal of mitigation. Mrs. Julius seconded. Motion passed unanimously.

Mr. Noble stated a 268a is a Conflict of Interest notification to the Board. Mr. O'Brien filed the necessary paperwork to indicate that his son is an applicant for a vacant position of a permanent intermittent police officer. This will preclude Mr. O'Brien from participating in background check and interview process.

### TOWN ADMINISTRATOR REPORT

Mr. Noble stated he received notification from Governor's office on approved MVP Grant some \$15,000 effective immediately. Announced kickoff Complete Streets meeting coming Friday and he applied for a DLTA grant prepping for Green Communities. He briefly discussed the MVP Grant, (Municipal Vulnerability Preparedness) which allows the Town to study areas where the Town might be affected by climate change.

### ANNOUNCEMENTS/STAFF REPORTS

Senator Timilty is holding office hours at Town Hall in the Conservation Commission Conference Room 2/25/2020 10:00am – 11:00 am

### BOARD DISCUSSION

Mr. Dowling announced he was in contact with Senator Timilty getting updates from National Grid, Fire Chief, and Town Administrator on February 7, 2020 windstorm. He thanked the Police, Fire and DPW departments. Mr. Dowling reported that a push was made on recall provision for a second time and Senator Timilty confirmed the provision is in the second reading of the committee. Noted he completed his training in the Police Academy and will be working in another Town as an auxiliary cop. Mr. Dowling thanked everyone for their cooperation on changing meeting times to accommodate his schedule.

Chairman Dowling entertained the motion by Mr. Sheedy to enter into Executive Session under G.L. 30A, § 21 (a)(2) to conduct strategy session in preparation for negotiation with non-union personnel (DPW Director) if an open meeting may have a detrimental effect on the bargaining & litigating position of the public body as the chair so declared and to not return to open session.

The motion passed on a roll call vote: Mr. Sheedy: Yes, Mr. Dowling: Yes, Mrs. Julius: Yes, All were in favor, 3-0

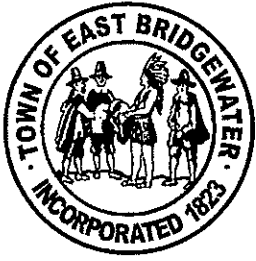
ADJOURN

Motion by Mr. Sheedy, second by Mrs. Julius to adjourn town public session. Motion passed unanimously.

Meeting adjourned at 6:48 pm

\_\_\_\_\_  
Clerk

Board of Selectmen



OPEN SESSION MINUTES  
**BOARD OF SELECTMEN**

Monday, February 24, 2020

*COPY*

WILLIAM DOWLING, CHAIRMAN  
CAROLE JULIUS, VICE CHAIRMAN  
DAVID SHEEDY, CLERK

TOWN HALL, 2<sup>nd</sup> FLOOR CONFERENCE ROOM  
175 CENTRAL STREET  
EAST BRIDGEWATER, MASS.

*Members Present:* William Dowling, Chairman; Carole Julius, Vice Chairman and David Sheedy, Clerk

*Members Absent:*

*Others Present:* Brian Noble, Town Administrator and Rebecca Johnson, Administrative Assistant

6:30 pm Chairman Dowling called the meeting to order. He stated this was a joint meeting for the Finance Committee to allow the School Department to present their FY 21 Budget.

Mr. Dowling announced, Senator Timilty will be holding office hours at Town Hall in the Conservation Commission Conference Room 2/25/2020 10:00am – 11:00 am.

He stated the Town Meeting Warrant will close on 2/28/2020.

Chairman Dowling led the Pledge of Allegiance.

OPEN FORUM

Susan Gillpatrick, Town Clerk was present to remind residents that early voting is taking place at Town Hall this week during regular Town Hall business hours in the 1<sup>st</sup> floor conference room at Town Hall. She stated the Presidential Primary is Wednesday, February 12, 2020 at the Jr/Sr High School 7:00 am – 8:00 pm. Ms. Gillpatrick stated the Town Census have been coming in, however they still have 1300 outstanding.

APPOINTMENTS

6:40 pm The meeting was turned over to the Finance Committee for the School Department to present their FY 21 budget.

BOARD DISCUSSION

Chairman Dowling entertained the motion by Mr. Sheedy to enter into Executive Session under G.L. 30A, § 21 (a)(2) to conduct strategy session in preparation for negotiation with non-union personnel (DPW Director) if an open meeting may have a detrimental effect on the bargaining & litigating position of the public body as the chair so declared and to not return to open session.

The motion passed on a roll call vote: Mr. Sheedy: Yes, Mr. Dowling: Yes, Mrs. Julius: Yes, All were in favor, 3-0

ADJOURN

Motion by Mr. Sheedy, second by Mrs. Julius to adjourn town public session. Motion passed unanimously.

Meeting adjourned at 7:40 pm

\_\_\_\_\_  
Clerk

Board of Selectmen



## TOWN OF EAST BRIDGEWATER

OFFICE OF THE BOARD OF SELECTMEN  
175 CENTRAL STREET  
EAST BRIDGEWATER, MA 02333  
(508)378-1601 – [rjohnson@ebmass.com](mailto:rjohnson@ebmass.com)

RECEIVED  
FEB 14 2020  
10:05 AM  
COPY

### Application for Use of Public Lands (Check applicable property)

☐ Leland Farm ☒ Sachem Rock Farm ☐ Town Common ☐ Town Hall Parking Lot ☐ Town Forest

NAME OF PERSON COMPLETING THIS APPLICATION: Allen Hiltz

ADDRESS OF PERSON NAMED ABOVE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ TODAY'S DATE: 2/14/2020

NAME OF SPONSORING PARTY/ORGANIZATION: EB FD & Community Emergency Response Team (CERT)

PROPOSED DATE OF EVENT: April 6, 2020 RAIN DATE, IF ANY: N/A

TIME(S) OF EVENT: 6:00 pm to 8:00 pm +- \_\_\_\_\_

#### REQUESTING TO PLACE SIGNAGE ON MUNICIPAL PROPERTY:

(The Town of East Bridgewater has instituted a policy and a tracking system for signs on municipal property. The Signage Request Form is required to be completed, and should be returned along with this application.)

#### GENERAL EXPLANATION OF EVENT:

Training CERT Volunteers as to responsibility when working with S&R Dog's. Will be a demonstration with dogs and handler. The handler and dogs are National registered S&R dogs registered with MA State police. The handler is Lt. Emord Middlebrow fire dept.

#### ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME:

2 hr.

IS THIS A SINGLE EVENT: yes OR ONE IN A SERIES: \_\_\_\_\_

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES: \_\_\_\_\_

TYPE OF EVENTS: (check one):  
Spiritual/Patriotic ☐ Public Service ☒  
Charitable/Philanthropic ☐ Profit-making ☐ School/Town Committee ☐

ESTIMATED ATTENDANCE: 10-19 WILL EVENT BE OPEN TO THE GENERAL PUBLIC NO

WILL ADMISSION BE CHARGED NO WILL SPONSOR OPERATE CONCESSION(S) NO

Additional Comments/Information may be submitted on an attached sheet.

*I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.*

Applicant Signature: Allen Hiltz Dir of Op. EB CERT.

Approved:

DPW Director

Date of Approval: \_\_\_\_\_

Fire Chief

Date of Approval: \_\_\_\_\_

Police Chief

Date of Approval: \_\_\_\_\_

## INDEMNIFICATION AGREEMENT

In consideration of the Town of East Bridgewater allowing the use of Town of East Bridgewater Public Lands via the Application for Use of Public Lands dated April 6, 20, the undersigned individual(s), group and/or organization, his or her or their heirs, personal representatives and assigns, or its officers, directors, members, agents, employees and successors, agree to indemnify, defend and hold harmless the Town of East Bridgewater, its board members, officers, agents, employees and volunteers from and against all claims, suits, demands, actions, causes of action, losses, damage or liabilities of any kind, nature or description, including payment of litigation costs and attorney's fees, which may be suffered or incurred by or brought against the Town of East Bridgewater, its board members, officers, agents, employees and/or volunteers arising out of or resulting from the use of Town of East Bridgewater Public Lands, including but not limited to Leland Farm, Sachem Rock Farm, Town Common, Town Hall Parking Lot, and Town Forest, by the undersigned individual(s), group and/or organization.

### ACCEPTANCE AND ACKNOWLEDGEMENT BY USER

The undersigned hereby acknowledges and agrees that he or she has read and understands this agreement and that the undersigned individual(s), group and/or organization are legally bound by this agreement. If signing on behalf of a group or organization, the undersigned represents that he or she has the authority to bind the group or organization to this agreement.

Allen Hiltz

Signature

February 11, 2020

Date

Director of Operations EB CERT.

Name/Title

Community Emergency Response Team EB Sponsored by the EB Fire Dept.

Name of Organization

Signage Request Form is required to be completed, and should be returned along with this application.)

GENERAL EXPLANATION OF EVENT:

Training CERT Volunteers as to responsibility when working with S&R Dog's . Will be a demonstration with dogs and handler. The handler and dogs are National registered S&R dogs registered with MA State police. The handler is Lt. Emord Middlebrow fire dept.

ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME:

2 hr.

IS THIS A SINGLE EVENT: yes OR ONE IN A SERIES: \_\_\_\_\_

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES: \_\_\_\_\_

TYPE OF EVENTS: (check one): Spiritual/Patriotic ☐ Public Service ☒

Charitable/Philanthropic ☐ Profit-making ☐ School/Town Committee ☐

ESTIMATED ATTENDANCE: 10-19 WILL EVENT BE OPEN TO THE GENERAL PUBLIC NO

WILL ADMISSION BE CHARGED NO WILL SPONSOR OPERATE CONCESSION(S) NO

Additional Comments/Information may be submitted on an attached sheet.

*I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.*

Applicant Signature: Allen Hiltz Dir of Op. EB CERT.

Approved:

[Signature]  
DPW Director

Date of Approval: 2/19/2020

\_\_\_\_\_  
Fire Chief

Date of Approval: \_\_\_\_\_

\_\_\_\_\_  
Police Chief

Date of Approval: \_\_\_\_\_

[Signature]  
Fire Chief

Date of Approval: \_\_\_\_\_

[Signature]  
Police Chief

Date of Approval: 2/24/2020

[Signature]  
DPW Director

Date of Approval: \_\_\_\_\_

[Signature]  
Fire Chief

Date of Approval: 2/14/20

\_\_\_\_\_  
Police Chief

Date of Approval: \_\_\_\_\_



**TOWN OF EAST BRIDGEWATER**  
OFFICE OF THE BOARD OF SELECTMEN  
175 CENTRAL STREET  
EAST BRIDGEWATER, MA 02333  
(508)378-1601 – [rjohnson@eastbridgewaterma.gov](mailto:rjohnson@eastbridgewaterma.gov)

ACOPY

**Application for Use of Public Lands** (Check applicable property)

☐ Leland Farm ☒ Sachem Rock Farm ☐ Town Common ☐ Town Hall Parking Lot ☐ Town Forest

NAME OF PERSON COMPLETING THIS APPLICATION: Korin Zigler

ADDRESS OF PERSON NAMED ABOVE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ TODAY'S DATE: 2-12-20

NAME OF SPONSORING PARTY/ORGANIZATION: EB Community Gardens

PROPOSED DATE OF EVENT: August 15th RAIN DATE, IF ANY: August 16th

TIME(S) OF EVENT: 10 AM - 12 Noon (ENTIRE DAY)

REQUESTING TO PLACE SIGNAGE ON MUNICIPAL PROPERTY:

(The Town of East Bridgewater has instituted a policy and a tracking system for signs on municipal property. The Signage Request Form is required to be completed, and should be returned along with this application.)

GENERAL EXPLANATION OF EVENT: too small!

This new event is in lieu of our Harvest Festival that we've had over the past few years. Instead, taking advantage of our (hopefully) beautiful tomatoes, we'd like to hold a Tomato Festival. People could come tour the gardens and do taste-testing of various kinds of tomatoes, buy a bag of tomatoes if it

This event will be open to the general public. IN LIEU OF THE HARVEST FESTIVAL - A TOMATO FESTIVAL / SAME IDEA, INVITE THE PUBLIC TO THE GARDENS, BUT WILL HAVE TOMATO TASTING, DIFFERENT VARIETIES, HIGHLIGHTING CROSSLAND GARDENING.

ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME: 3 hours

IS THIS A SINGLE EVENT: Yes OR ONE IN A SERIES: No

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES: \_\_\_\_\_

TYPE OF EVENTS: (check one):  
Spiritual/Patriotic ☐ Public Service ☒  
Charitable/Philanthropic ☐ Profit-making ☐ School/Town Committee ☐

ESTIMATED ATTENDANCE: 20-50 WILL EVENT BE OPEN TO THE GENERAL PUBLIC

WILL ADMISSION BE CHARGED NO ☒ WILL SPONSOR OPERATE CONCESSION(S) NO ☒

Additional Comments/Information may be submitted on an attached sheet. -

*I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.*

Applicant Signature: K. Zigler

Approved: \_\_\_\_\_  
DPW Director

Date of Approval: \_\_\_\_\_

Fire Chief

Date of Approval: \_\_\_\_\_

Police Chief

Date of Approval: \_\_\_\_\_



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K. Zeller  
Signature

2-12-20  
Date

SECRETARY / TREASURER  
Name/Title

COMMUNITY GARDENS STEWARDS, INC COMMUNITY GARDENS  
Name of Organization

NAME OF PERSON COMPLETING THIS APPLICATION: Korin Zigler

ADDRESS OF PERSON NAMED ABOVE: 594 West Union Street

TELEPHONE: 508-954-5168

TODAY'S DATE: 2-12-20

NAME OF SPONSORING PARTY/ORGANIZATION: EB Community Gardens

PROPOSED DATE OF EVENT: August 15th

RAIN DATE, IF ANY: August 16th

TIME(S) OF EVENT: 10 AM - 12 Noon (ENTIRE DAY)

REQUESTING TO PLACE SIGNAGE ON MUNICIPAL PROPERTY:

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This event will be open to the general public.

IN LIEU OF THE HARVEST FESTIVAL - A TOMATO  
FESTIVAL / SOME IDEA, INVITE THE PUBLIC TO THE GARDENS, BUT  
WILL HAVE TOMATO TASTING, DIFFERENT VARIETIES, HIGHLIGHTING CARNAL  
GRADING.

ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME:

3 hours

IS THIS A SINGLE EVENT: Yes OR ONE IN A SERIES: No

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES:

TYPE OF EVENTS: (check one):

Spiritual/Patriotic ☐

Public Service ☒

Charitable/Philanthropic ☐

Profit-making ☐

School/Town Committee ☐

ESTIMATED ATTENDANCE: 20-50

WILL EVENT BE OPEN TO THE GENERAL PUBLIC

WILL ADMISSION BE CHARGED NO

☒ WILL SPONSOR OPERATE CONCESSION(S) NO

Additional Comments/Information may be submitted on an attached sheet. -

*I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.*

Applicant Signature: K. Zigler

Approved: Nick B. / [Signature]

DPW Director

Date of Approval: 2/14/2020

[Signature]  
Fire Chief

Date of Approval: \_\_\_\_\_

[Signature]  
Police Chief

Date of Approval: \_\_\_\_\_

Approved: \_\_\_\_\_

DPW Director

[Signature]  
Fire Chief

Date of Approval: \_\_\_\_\_

Date of Approval: 2/18/20

[Signature]  
Police Chief

Date of Approval: \_\_\_\_\_

## Ly Nguyen

---

**From:** Scott Allen  
**Sent:** Monday, February 24, 2020 10:30 AM  
**To:** Ly Nguyen  
**Subject:** FW: Public Land Use Approvals

Ly, regarding prior public land use, no police issues, approved

**From:** William Patterson  
**Sent:** Saturday, February 22, 2020 11:35 PM  
**To:** Scott Allen <sallen@ebmass.com>  
**Cc:** Paul O'brien <pobrien@ebmass.com>; Jeanne Bennett <jbennett@ebmass.com>  
**Subject:** RE: Public Land Use Approvals

Sir,

I reviewed the applications and do not see any traffic or police related issues.

**From:** Scott Allen  
**Sent:** Friday, February 14, 2020 9:35 AM  
**To:** William Patterson <wpatterson@ebmass.com>  
**Cc:** Paul O'brien <pobrien@ebmass.com>; Jeanne Bennett <jbennett@ebmass.com>  
**Subject:** FW: Public Land Use Approvals

Bill

Please review these proposed plans to ensure no traffic or police related concerns and let me know

Thank you

**From:** Ly Nguyen  
**Sent:** Thursday, February 13, 2020 10:41 AM  
**To:** John Haines <jhaines@ebmass.com>; Tim Harhen <tharhen@ebfire.org>; Scott Allen <sallen@ebmass.com>  
**Cc:** Nancy Hacker <nhacker@ebmass.com>; Lynn Lundberg <llundberg@ebmass.com>; Christine White <cwhite@ebfire.org>; Jeanne Bennett <jbennett@ebmass.com>; Rebecca Johnson <RJohnson@eastbridgewaterma.gov>  
**Subject:** Public Land Use Approvals

Good morning,

Kindly see attached for your approvals.  
Application use for Sachem Rock Farm from EB Community Gardens.

August 15<sup>th</sup> → Tomato Festival

Thank you,



COPY

247 Station Drive, SE-370  
Westwood, MA 02090

**Michael Babineau**  
Arborist  
Electric Transmission  
Vegetation Management

Date: 02/28/20

Site Address: 27 Cider Mill Ln East Bridgewater MA 02333

Mailing Address: 27 Cider Mill Ln East Bridgewater MA 02333

Dear: Wayne Witherbee

In accordance with the Commonwealth of Massachusetts regulations (220 CMR 22.00), Eversource is hereby providing notice of planned and scheduled vegetation maintenance work on the transmission right-of-way (ROW) that is located within your town or city limits this year.

The vegetation work will involve the removal of tree(s) marked with an "x" within or alongside the ROW. The removal work will be performed by qualified line clearance contractors and may include off-road bucket crews or manual climbing crews. The work to be performed is the removal of 6 large oaks and 2 large white pine trees located on your property.

In order to ensure the safe and reliable operation of the transmission system, we are required to manage vegetation so that it does not encroach upon the energized conductors. The work noted in your area will ensure that we obtain the clearances required to prevent vegetation encroachment. This work is being scheduled for the Spring/Summer 2020. The wood can be left per property owner's request.

As required by the regulations, you are being informed of this proposed work through this letter. We are also required to submit this notice to you through a door hanger or e-mail.

If you have any questions on the proposed work, please make contact at 781-441-3798.

Sincerely,

*Michael Babineau*



*Anne Kenneally Hynes  
Memorial Scholarship, Inc.*

*COPY*

FOR DEPOSIT  
FEB 22 2020  
MAIL ROOM

91 Waterman Street  
East Bridgewater, MA 02333

info@AnneHynesScholarship.org

www.AnneHynesScholarship.org

East Bridgewater Board of Selectmen

Town Hall

175 Central Street

East Bridgewater, MA 02333

February 19, 2020

Dear Chairman Dowling, Mr. Sheedy, and Ms. Julius,

On behalf of the Anne Kenneally Hynes Memorial Scholarship Committee, I would like to request use of a meeting space at the Town Office for the 2020 Bench Dedication Ceremony honoring Jamil Siddiqui. The request date for the ceremony is Friday June 12, 2020, from 2:30 P.M.- 4:30 P.M. I am aware that the building is typically closed on Friday afternoons and that this is an unusual request.

Because our honoree is a faculty member at East Bridgewater Junior/Senior High School, we are hopeful that by scheduling the event at a time not long after the close of the school day, it will be convenient for students and staff members to attend. We are thrilled that you have approved the placement of the bench on the Town Hall site.

Our hope is that we might be able to have access to a room or other space where we could set up a podium, microphone, seating, and refreshment table. The proposed timing would be:

- Team arrival for setup 1:30
- Guest arrival 2:30
- Brief remarks and introductions composing the formal program
- Ceremony activities, ending approximately 4:15
- AKH team and student assistants clean up Town Hall space used for the ceremony

Sincerely,

*Virginia A. O'Kelly*  
Virginia A. O'Kelly, President

and Members of the Anne K. Hynes Memorial Scholarship Committee

**MEMBERS**

Fred R. Adams\*  
Elizabeth Hayes\*  
George Kelly, Jr.\*

Claire Kirkcaldy\*  
Dr. Kristine E. Nash\*  
Virginia A. O'Kelly\*

Howard V. Post\*  
Kristine D. Resendes\*  
Dr. Judith A. Riordan\*

Virginia Gillespie  
William P. Smith  
Candace A. Wood  
\*Directors

