NOTICE & AGENDA

HARTFORD TOWN & SCHOOL MEETING COMMITTEE

WEDNESDAY, FEBRUARY 1, 2023, 5:00pm
ROOM 312, HARTFORD TOWN HALL
171 BRIDGE ST, WHITE RIVER JCT, VT 05001

1. Approve minutes from 01/11 meeting

2. Community outreach
   a. Road signs > Put stickers on, determine locations, timing
   b. Online event calendars > post!
   c. Postcards/Posters > with student

3. Budget and Candidates Night, 02/27
   a. Start time: 7:00pm
   b. School set up: Jeff Hall < review layout – tables/seats
   c. AV set up: Degange Audio, showing up at 4:00pm
   d. Committee arrival: 6:00pm
   e. Presenters: Selectboard, School Board, Candidates
   f. Agenda: Finalize < final edits, list of candidates (Lisa)
         Distribute to all presenters
         Print
   g. Other planning: Town Reports < Paula let us know when ready, we bring
                    Nametags < pick up cardstock from Lisa, Feb 1. We make
                    Waters < Paula buy, we bring
                    Masks and soap < provided by School?

4. Town & School Meeting Day, 03/04
   a. Start time: 10:00am
   b. School set up: Jeff Hall < review layout – tables/seats
   c. AV set up: Degange Audio, showing up at 6:00am
   d. Committee arrival: 8:00am
   e. HMMS arrival: 8:30am < Ryan to coordinate with Kristen Chapman. Access? (Jeff H)
   f. Doors open: 9:00am < Jeff Hall?
   g. Presenters: Selectboard, School Board, Candidates
   h. Agenda: Town Manager Office creating
         Distribute to all presenters?
   i. Other planning: Coffee and Committees
         Outreach < who can do this
         Tables for Coffee and Committees? < Ask Jeff Hall
         Social Service Agency outreach < Lisa provide list, Paula’s folder. Who?
         National Anthem/Pledge of Allegiance?
         Nametags < we make
         Waters < Paula buy, we bring
         Masks and soap < School?

5. Other
   a. Deadline for School and Selectboard Topics for Info Night = December 5

6. Adjourn
   a. Next meeting = February 15