Agenda for Monday, April 20th CCAC meeting 6:30-7:30PM:

1. Call to order

2. Member Introductions:
   a. Name
   b. How long you’ve lived in Newfields
   c. Why you joined the committee and any other brief background you would like to convey.

3. Guest Introductions:
   a. Name (for the minutes)

4. Review of Charge. What is the purpose of this committee?

5. Nomination of Committee Offers:
   a. Chairman
   b. Vice Chairman
   c. Recording Secretary

6. Housekeeping:
   a. Agree on process for reviewing and approving minutes.
   b. Review Sunshine Laws.
   c. Assess options to store and share working files and reference documents.
   d. Captain Tangent.
   e. Zoom features and etiquette (Chat, muting microphone,

7. Discussion:
a. Understand timeline for Select Board decision inputs (our target date for wrapping up our recommendations).

b. What will the group deliver as an end goal (report, etc)?

c. What this group does not do (high level out-of-scope topics to avoid tangents and loss of productivity).

d. High level approach to our end goal.

e. Actions for next meeting.

f. Open discussion.

8. Review of major decisions.

9. Review date and time for next meeting.

10. Motion to adjourn

Zoom Invitation:

Topic: Newfields Curbside Collection Advisory Committee (CCAC)
Time: This is a recurring meeting Meet anytime

Join Zoom Meeting
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