

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