



# *Town of Georgetown*

## *Town Administrator*

MEMORIAL TOWN HALL, 1 LIBRARY STREET, GEORGETOWN, MA 01833  
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### MEMORANDUM

TO: All Departments, Boards, Committees

FROM: Stephen L. Delaney  
Town Administrator

DATE: May 15, 2006

SUBJECT: Televising Public Meetings

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The Board of Selectmen recently voted to approve the following motion:

“Mr. Sarno moved that all Boards and Commissions appointed by the Board of Selectmen be required to televise their meetings. That a copy of this motion be forwarded to the chairperson of the representative committees or boards to be signed and acknowledged with a copy to be returned to the Town Administrator and remain on file in the Cable Studio. That we further request and strongly encourage those boards not appointed by the Board of Selectmen to follow this example. Mr. Brennan seconded the motion and the motion was approved by a unanimous vote.”

It has been agreed that the CATV studio (3<sup>rd</sup> floor, Town Hall) will be open for broadcasting Monday-Thursday, from 7:00 PM to 9:00 PM. In accordance with the vote of the Selectmen, those groups appointed by the Board of Selectmen should schedule their meetings for those time slots so that they will be televised. All others are encouraged to do so. As more portable equipment becomes available, recording in other locations will also be possible. Further, the chair of those groups appointed by the Selectmen are requested to acknowledge this policy via written confirmation, as specified in the vote noted above.

Thanks in advance for your cooperation.

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