

MEMORANDUM

To: Linda Bettencourt
Town Clerk

From: Geen Thazhampallath
Director of Parking

Welles Guilmartin,
Chairman PAC

Re: Schedule of 2017 Meetings for the Parking Advisory Committee

Date: November 17, 2016

Please accept this correspondence as official notification of the Parking Advisory Committee's regular meeting schedule for calendar year 2017.

The committee will be meeting on the 3rd Tuesday of every month at **5:30 PM** in **City Hall RM 111 (the Parking Office)** unless otherwise specified through formal notification to your office prior to a particular meeting. The meeting dates for 2017 are as follows:

- January **No Scheduled Meeting**
- February 21, 2017
- March 21, 2017
- April 18, 2017
- May 16, 2017
- June 20, 2017
- **July No Scheduled Meeting**
- August 15, 2017
- September 19, 2017
- October 17, 2017
- November 21, 2017
- **December No Scheduled Meeting**

Thank you in advance for your attention to this matter.