

**MEMORANDUM**  
**DEPARTMENT OF PLANNING, CONSERVATION AND DEVELOPMENT**

**TO:** Town Clerk and Members of the Design Review and Preservation Board

**FROM:** Bruce E. Driska, Deputy Director of Planning, Conservation and Development

**DATE:** January 8, 2016

**RE:** DRPB Meeting Cancellation

Please be advised that the Design Review and Preservation Board meeting scheduled for Wednesday, January 13, 2016 has been cancelled. The next scheduled meeting is February 10.