



Richard J. LaFond
Town Administrator

BOARD OF SELECTMEN

Jean M. Bouchard
Ass't. to Town Administrator

108 Main Street
Carver, MA 02330
Telephone: 508-866-3401/Fax: 508-866-4213

October 5, 2010

Paul Johnson
3 Laurie Lane
Carver, MA 02330

Dear Mr. Johnson:

The Assistant to the Town Administrator has advised me of your e-mail request to the Town Administrator to be placed on the Selectmen's Agenda for their October 12th meeting to speak on the school ballot question.

Your appointment to speak before the Board is at 7 P.M. I do want to remind you that the time allocation for your request is three (3) minutes.

Please be advised that we will need eight (8) copies of any material intended for a handout prior to the meeting to allow the Members of the Board an opportunity to review the material prior to the meeting.

In the future, please direct all requests to be placed on the Agenda to the Chairman of the Board of Selectmen.

Sincerely,

A handwritten signature in cursive script that reads "Francis J. Casey".

Francis J. Casey
Chairman