

From: Rise <riseterney@gmail.com>  
Sent: Wednesday, April 21, 2021 7:26 AM  
To: [affordhouse@westtisbury-ma.gov](mailto:affordhouse@westtisbury-ma.gov)

Subject: Re: a new policy for the comm to consider...unless its required.... then we can just remind everyone of the policy.//add to next agenda. I think it is needed.

There is a typo "It shell" should read "It shall."

On Apr 20, 2021, at 4:51 PM, Affordable Housing <[affordhouse@westtisbury-ma.gov](mailto:affordhouse@westtisbury-ma.gov)> wrote:

For Everyone's information.

This was forwarded to me by Mike. The town follows this 48-hour policy. The agenda must be presented to the Town Clerk at least 48 hours (excluding Sat. Sun. and holidays from the time frame) before the scheduled meeting day. Any material to share with the members should be given as soon as possible to members for study before a meeting. I try to get discussion materials to everyone a week before meeting time. This may be delayed by a second or third party if information is coming from another source.

Rhonda

From: MIKE COLANERI <[MCPA72@hotmail.com](mailto:MCPA72@hotmail.com)>

Sent: Friday, April 16, 2021 1:46 PM

To: Rhonda Conley <[affordhouse@westtisbury-ma.gov](mailto:affordhouse@westtisbury-ma.gov)>; TED Ahc <[tjochsberger@aol.com](mailto:tjochsberger@aol.com)>

Subject: a new policy for the comm to consider...unless its required.... then we can just remind everyone of the policy. //add to next agenda. I think it is needed.

WTAHC AGENDA Policy;

It shall be the policy of the WTAHC, that any and all documents, from any source , any individual, any Govt agency or town department, that are to be reviewed for consideration, approval, denial or signature, must be received and in the office 48 hours prior to the agenda date and time of meeting being posted.

adding....

These agenda requests must include all documentation to be considered at the time of the meeting for review by the Bd Admin and Bd Chairman.

Any additions to the submission at the posted meeting will be taken into consideration and added to the next agenda meeting, allowing for the board members to have time to fully review the requests.