

TOWN MEETING STUDY AND IMPROVEMENT COMMITTEE
TOWN HALL
52 MAIN STREET MILFORD, MA 01757

March 21, 2019 (Revised 4/4/19)

Dear Town Meeting Members:

The Milford Town Meeting Study and Improvement Committee sponsored Pre-Town Meeting Forum will be held on **Wednesday, May 15, 2019 at 7:00 p.m.** in the Upper Town Hall.

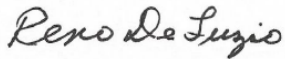
The purpose of the Pre-Town Meeting Forum is to provide an opportunity for Town Meeting members, as well as members of the public, to obtain answers to questions they may have regarding some of the articles contained in the May 20, 2019 Annual Town Meeting Warrant.

Sponsors of articles will be available to make brief presentations and to answer questions. The meeting is intended to provide knowledge about the various articles and not to advocate for or against a particular article. No votes or decisions concerning any of the articles in the Warrant will be made at this forum.

Town Meeting members and the public are requested to indicate what articles they would like to have addressed. Articles with the highest number of responses will receive special emphasis for discussion. The Warrant for the May 20, 2019 Annual Town Meeting is available on the town website, www.milfordma.gov, then by clicking the "Town Meeting" button. To submit a request for a particular article(s) that you would like to see addressed, please send an email to tmsic@townofmilford.com by **April 17th**. In the subject line please write "*Pre-Town Meeting Forum*," and in the body of the email please indicate the article number(s).

For those who do not use email, please mail the article number(s) you would like to see addressed to the Committee's address above.

Regards,



Reno DeLuzio, Chairman
Town Meeting Study and Improvement Committee

Attachment: Pre-Town Meeting Forum Ground Rules

PRE-TOWN MEETING FORUM GROUND RULES

GENERAL

- ARTICLES ARE CHOSEN FROM THOSE SUBMITTED WITH THE HIGHEST NUMBER OF RESPONSES.
- NO MORE THAN 10 ARTICLES UNLESS TIME PERMITS.
- THE TOWN MODERATOR WILL CHAIR THE FORUM.

SPONSORS

- DO NOT READ THE ARTICLE.
- GIVE A BRIEF (3 MINUTE) DESCRIPTION OF THE PURPOSE AND CONTENT OF THE ARTICLE.
- DO NOT ADVOCATE FOR OR AGAINST THE ARTICLE.
- ANSWER QUESTIONS DIRECTLY OR REFER TO AN ASSOCIATE.
- SLIDES OR HANDOUTS OF SUPPORTING MATERIALS (MAPS, CHARTS, DOCUMENTS, ETC.) ARE ENCOURAGED. SUGGESTED QUANTITY OF HANDOUTS IS 75 COPIES.

AUDIENCE

- HAVING THE WARRANT (HARD COPY OR VIA ELECTRONIC DEVICE) IS ADVISABLE.
- ADDRESS QUESTIONS TO THE SPONSOR.
- QUESTION AND ANSWER PERIOD FOR EACH ARTICLE:
 - FORM A LINE AT ONE OF THE TWO MICORPHONES ON THE FLOOR.
 - ASK A QUESTION – DO NOT ADVOCATE FOR OR AGAINST THE ARTICLE.
 - IF THE ANSWER IS UNSATISFACTORY A FOLLOW UP QUESTION MAY BE ASKED.
 - IF ANOTHER QUESTION IS REQUIRED, STEP TO THE BACK OF THE LINE. IF THE ANSWER IS UNSATISFACTORY, A FOLLOW UP QUESTION MAY BE ASKED
 - PLEASE AVOID REPETITIVE QUESTIONS.
 - THE MODERATOR WILL ALTERNATE BETWEEN THE TWO MICROPONES.