



**AGENDA
POLICY AND PROCEDURE SUBCOMMITTEE**

Tuesday, January 2, 2024 – 9:30 am

**Scitico Room
Town Hall**

1. Roll Call
2. Minutes from the November 28, 2023 meeting
3. Attendance Policy Ordinance
4. Restructure of Town Council Agenda
 - a) Add "Items for Discussion"
 - b) Add "Town Attorney's Report"
5. Public Communications
 - a) First opportunity to speak – limited to one hour and only 3 minutes per person (no change to second opportunity to speak)
6. Meetings with Town Manager
 - a) Must be in writing and must have 2 Town Councilors present to meet, regardless of party affiliation
7. Any Other Business to Come Before the Committee
8. Next Meeting Date
9. Adjournment