



# MEETING NOTICE TOWN OF ANDOVER

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TOWN CLERK'S OFFICE

2021 MAY 21 AM 10:29

## 375<sup>th</sup> Anniversary Event Planning Sub-Committee Tuesday, May 25, 2021 Meeting via WebEx link

TOWN OF ANDOVER, MASS

4:30 PM  
AGENDA

- Call to Order
- Correspondence
- Outreach from Community

### 1. You've been 375th

- New Information
- Outreach to business community
- Community Response to Town website
- Facebook Posting
- Sign Placement
- Photo-Op 5/21
- Other Placements by committee members
- Banner Creation and Placement

### 2. Shawsheen Community Day

- New Information
- Email to community soliciting participation and sponsorship
- Other business

### 3. First Night

- New Information

### 4. Fillers

- Town Band Concerts - different locations around downtown, June – August

### 5. Other Business

- Andover Sister Town Association
- Reaching out to members here in Andover to work with counterparts planning for Spring
- Car Show under discussion
- Look for other events and tie-ins with community

*Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the 375<sup>th</sup> Anniversary Committee will be conducted via remote participation to the greatest extent possible.*

*Members of the public who wish to ask a question on particular agenda items can do so by emailing [ann.ormond@andoverma.us](mailto:ann.ormond@andoverma.us). Residents are encouraged to email their questions ahead of the meeting; however, staff will be available to present the Committee with questions received during the meeting. Please include your name and address with your question.*

*Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.*