

**Owners Project Manager Steering Committee Meeting
Town of Williamsburg
Thursday, January 21, 2021 at 6 p.m.**

Join Zoom Meeting

<https://us02web.zoom.us/j/89780963287?pwd=WnlQVGxLZkdYbWx3OG8xOFFtaTFMUT09>

Meeting ID: 897 8096 3287

Passcode: 691674

One tap mobile

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Find your local number: <https://us02web.zoom.us/u/kz3Ti2cRD>

AGENDA:

- Minutes from 01/07/2021 – vote
- Minutes from 01/13/2021 – vote
- Discuss schedule – Special Town Meeting and all-day vote – target for March? What do we know?
 - How fast can we move forward after vote – 2 weeks is optimistic
- Review / finalize outreach materials
 - Newsletter complete – add dates of meetings or phone #'s for one-on-one conversations?
 - Add dates of planned zoom meetings
 - Add Phone #'s or email to set-up one-on-one conversations
 - Add Web Address for video and other outreach links
 - Target mailing date
 - Report on one-page handouts and Posters for handing out and using at transfer station / special town meeting - these should highlight recommending scenario and cost, benefits, links to other information – dates for zoom meetings
 - Recorded Presentation – P3 to lead and work with Bob Labrie
 - Recorded presentation by P3 & JPF
 - Identify folks to get snippet videos from community members, officials, FD & PD members – *discussing support of site, recommendation of scenario, benefits to the program and response times.*
- Other
- Adjourn 7 p.m.