



TOWN CLERK  
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**PUBLIC NOTICE POSTING REQUEST  
TO OFFICE OF THE PLAINVILLE TOWN CLERK**

BOARD: Taxation Aid Committee  
PURPOSE: Monthly  
MEETING DATE: March 20, 2023  
TIME: 4:30pm  
REQUESTED BY: Richard Guillette

***This meeting will be held at Plainville Town Hall Room # 140***

ALL MEETING NOTICES MUST BE FILED AND TIME STAMPED IN THE TOWN CLERK'S OFFICE AND POSTED ON THE MUNICIPAL BULLETIN BOARD 48 HOURS PRIOR TO THE MEETING (EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS – MONDAY MEETINGS MUST BE POSTED BY THE PRIOR THURSDAY). (In accordance with M.G.L. Chapter 30A Sect. 18-25)

**AGENDA**

1. Meeting Called to Order
2. Roll Call
3. Minutes of Previous Meetings: 2/21/2022
4. Old Business:
  - a. Remaining Fund Amount (Jan Jannell)
  - b. Town email formats (Rick Guillette)
  - c. COA Newsletter June deadline (Rick Guillette)
5. New Business:
  - a. Prep email (N&A, Facebook, Nextdoor) - Donations (Rick Guillette)
  - b. Thank-You letter & post donations up to Mar 31 (Rick Guillette)
  - c. Research integrated excise tax message (Rick Guillette, Jan Jannell)
  - d. Mailings - FOPS vs. us (Rick Guillette)
  - e. Update online donations process
  - f. Upcoming tasks (Roadmap) (Rick Guillette)
6. Committee's business not anticipated by the Chair 48 hours prior to this meeting:
7. Schedule next meeting – Monday April 18 (confirm)
8. Adjournment