

POSTED 10/27/14
JD



TOWN OF VERNON

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OFFICE OF THE
TOWN ADMINISTRATOR

AGENDA

FUNDAMENTALS OF BEING A BOARD OR COMMISSION MEMBER

VERNON BOARDS AND COMMISSIONS

Town Council Chambers

Third Floor

14 Park Place

OCTOBER 29, 2014 – 6:00 PM

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1. **Introduction** – by Mayor Daniel A. Champagne
2. **General Rules** – by Town Attorney Mr. Harold R. Cummings.
 - a. Governing Authorities
 - b. Parliamentary Rules
 - c. For Chairpeople
 - d. For Member
 - e. For Public Hearing and/or evidentiary hearings
3. **The Connecticut Freedom of Information Act – As it Applies to Boards and Commissions**
By Mr. Thomas A. Hennick, Public Education Officer, Connecticut FOI Commission
4. **Role of Town Attorney** – by Town Attorney Mr. Harold R. Cummings
5. **Comments from Town Administrator** – by John D. Ward
6. **Questions and Answers**
7. **Adjournment**