



## TOWN CLERK'S OFFICE

Melissa Cordeiro, Town Clerk

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### MEMORANDUM

TO: Steven Contente  
TOWN ADMINISTRATOR

FROM: Melissa Cordeiro  
COUNCIL CLERK

DATE: May 13, 2025

RE: Arts in Common for PorchFest 2025 re request for  
One-Day Dancing and Entertainment license and  
street closure of a six-block section of High  
Street from Walley to Byfield Streets on Sunday,  
September 14, 2025, from 2:30-6:30 pm



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May we please have the recommendations of the department heads you deem appropriate in order for the Council to review the request at the Town Council Meeting to be held on May 28, 2025.

All items for this docket must be received in the Clerk's office before 12:00 noon on Wednesday, May 21, 2025. Any submissions received after this deadline will be deferred to the following council agenda.

Thank you for your cooperation and prompt reply.

Attachment