

**Zoning and Ordinance Subcommittee recommends to move to amend the Town Council Rules by striking paragraph 6 in Section 13 and replacing it with the following:**

Copies of the agenda and any attachments including but not limited to presentations that are expected to be used during the meeting. Shall be delivered (to office mailboxes) and email to the members of the Town Council no later than Thursday preceding the regular Council meeting.

The above shall also be transmitted electronically to the Town Council and shall be posted on the Town Website in a text searchable format.

If presentation documents are not complete prior to - then a place holder shall be inserted so that it is known the topic will be forthcoming.