



Appearance Commission Meeting Agenda Item Submittal

Item To Be Considered: **Amendment of Regular Meeting Schedule**

Board Meeting Date: **July 16, 2026**

Prepared By: **Alissa Fender, MMC – Town Clerk**

Overview: An amendment to the Appearance Commission's meeting schedule will be considered to move meetings to evening hours in accordance with direction from the Board of Commissioners, allowing greater opportunity for Commissioner attendance and improved accessibility for working residents.

Two meeting start times have been provided for consideration, with the meeting day remaining the same as the 3rd Thursday of each month starting at 5:30 pm or 6:00 pm.

Background Attachment(s):

1. Schedule A – 5:30 pm start time
2. Schedule B – 6:00 pm start time

Recommended Action: Motion to approve the amendment to the current meeting schedule establishing regular evening meeting times, selecting either Schedule A (5:30 pm) or Schedule B (6:00 pm).

Action: _____
