## **MEMORANDUM**

To:

Michelle Krampitz, Town Clerk

From:

Richard J. Johnson, Town Manager

Date:

December 3, 2020

Re:

Special Meeting Notice

The Town Council Commission on Racial Justice and Equity will meet at 7:00 p.m. on Monday, December 7, 2020. The meeting will be held by Zoom Video Conferencing.

The business to be transacted involves the discussion of good practices and parameters for work going forward.

Please post this Notice.

RJJ/sal