



## TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

**BOARD/COMMITTEE:** Boxborough Building Committee  
**MEETING DATE:** August 17, 2022  
**TIME:** 7:00 PM  
**PLACE:** Virtual Meeting - this meeting is being conducted via Remote Participation, pursuant to the Current Executive Order of March 12, 2020. Remote participation instructions are provided below.

**Note:** All participants are to identify themselves when speaking. All votes to be by rollcall.

**To join Zoom Meeting:**

**Time:** Aug 17, 2022 07:00 PM Eastern Time (US and Canada)

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89403571071>

**Meeting ID:** 894 0357 1071

**One tap mobile**

+19292056099,,89403571071# US (New York)

+13017158592,,89403571071# US (Washington DC)

**Dial by your location**

+1 929 205 6099 US (New York)

**Meeting ID:** 894 0357 1071

**Find your local number:** <https://us02web.zoom.us/j/89403571071>

## **Boxborough Building Committee –August 17, 2022**

### **SUBJECTS TO BE DISCUSSED (AGENDA):**

1. Approval of minutes of June 29, 2022
2. Correspondence, citizen's concerns
3. Discussion of final RFQ
4. Review and discussion of process, roles and responsibilities
  - a. Targeted mailing and posting on town website
  - b. Pre-submission conference
  - c. Review of timeline
5. Plans for community communications to address Hugh's comments
6. Next meeting
7. Adjourn

### **LIST OF EXHIBITS:**

1. BBC Agenda for Aug 17, 2022
2. Draft minutes of June 29, 2022
3. Request for Qualifications – rev 25 or later