

Dear Commission/Board Member,

Due to the recent disappearance of items from the Selectmen's office the Board of Selectmen has instructed Chief Breen to have the lock on the Selectmen's office door changed. Key distribution will be limited to the Board of Selectmen, Administrative Assistant, Alternate Assistant and the Chief of Police.

A temporary meeting space has been setup in the auditorium. Your Commission's/Board's mail box has been moved to the auditorium and the desk next to the copier has been stocked with copy/printer paper. Please let me know of any additional supplies that you may need to conduct the Town's business.

The Board apologizes for any inconvenience this may cause. They want you to know that anyone needing to get into the Selectmen's office can contact any one of the Selectmen or the Administrative Assistant and that a long term solution will be put together by the Town Hall Usage Committee.

Sincerely,

Jodi Hostetter
Administrative Assistant, Board of Selectmen
washingtonboardofselectmen@gmail.com