



**TOWN OF ARLINGTON**  
DEPARTMENT OF PLANNING and  
COMMUNITY DEVELOPMENT

TOWN HALL, 730 MASSACHUSETTS AVENUE  
ARLINGTON, MASSACHUSETTS 02476  
TELEPHONE 781-316-3090

**MEMORANDUM**

Date: January 21, 2020

To: Adam Chapdelaine, Town Manager

From: Jennifer Raitt, Director, Planning and Community Development

RE: Proposed Warrant Article – Redevelopment and Select Board Town Meeting review  
process updated per joint Board discussion on January 13, 2020

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As part of our discussion on Monday, January 13, 2020, the Boards agreed to jointly review and discuss Town Meeting warrant articles of mutual interest to establish a framework for those reviews. The following process was discussed:

<b>Timeframe</b>	<b>Actions</b>
<b>January</b>	Warrant Articles filed.
<b>February</b>	Chair of the Redevelopment Board, Chair of the Select Board, Town Manager, Director of Planning and Community Development and Town Counsel discuss all Warrant Articles as filed and recommend which articles their respective Boards will review.
<b>February through April</b>	Board review of articles.
<b>April</b>	Board issues written comments on any Articles reviewed and votes on recommended actions.
<b>April</b>	Joint meeting to further discuss articles prior to filing their respective reports to Town Meeting, as needed.
<b>April – May</b>	Annual Town Meeting
<b>July</b>	Joint Board goal setting meeting and timetable for moving forward with goals.
<b>Fall</b>	Warrant Article consideration.
<b>Fall</b>	Joint Board meeting to provide update on goals, status, and plan for Town Meeting.