

Town of Granby Display of Presentation Materials Policy

Any person who wishes to provide materials to a board or commission for display on the video monitors at a Town meeting where such monitors are being used to videoconference the meetings must email the materials no later than 10:00 a.m. on the day of the meeting. All materials must be contained in a single attachment to the email.

- Materials received after the 10:00 a.m. deadline will not be accepted for display.
- Display of the materials is subject to all other rules and procedures of the **individual boards and commissions**.
- Zip drives, memory sticks and other data storage devices will not be accepted.

E-mails must be sent to the following recipients:

- For the Planning and Zoning Commission, Zoning Board of Appeals, Inland Wetlands and Watercourses Commission, and the Granby Center Advisory Committee, please send your e-mail to the Community Development Department, attention Abby Kenyon, e-mail address Akenyon@granby-ct.gov
- For all other meetings, please send your e-mail to the Office of Town Manager, attention Mike Walsh, e-mail address MWalsh@granby-ct.gov