



CITY OF CAMBRIDGE
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23.

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

January 11, 1999

To The Honorable, The City Council:

In response to Awaiting Report Item No. 19, regarding a report on public meeting spaces used by the License Commission and the Planning Board, please be advised of the following:

The Community Development Department is responsible for scheduling and locating Planning Board meetings. The License Commission staff schedules Commission meetings. When a large turnout is anticipated, staff attempt to find a meeting space that will appropriately accommodate a large crowd. Generally, the Senior Center on Massachusetts Avenue is the best location for large groups. However, given the limited number of large meeting rooms with good acoustics in the City, when a smaller group is anticipated the Planning Board meets in the 3rd floor conference room at 57 Inman Street, and the License Commission meets at 831 Massachusetts Avenue. Staff will continue to do its best to anticipate turnout for public meetings and arrange the location accordingly.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec

Consent Agenda #23

S16

Relative to AR 19 regarding a
report on public meeting spaces
used by the License Commission
and the Planning Board.

In City Council January 11, 1999

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