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Subject Communications Plan Proposal

Attachments Dover-Communications-Proposal-010924.pdf; Town-of-Shrewsbury-Communications-Plan.pdf; Town-of-Burlington-Communications-Plan-Final.pdf

Hello Everyone,

I am writing to follow up on our recent discussions regarding the communications proposal with the Collins Center. I greatly appreciate your willingness to review the project's scope and provide feedback. I believe that each member of this group can provide a unique perspective, whether from a community, municipal, emergency services, or public viewpoint.

As you may or may not know, we have received funding for a communication study and services during the 2023 Annual Town Meeting. Over the past few months, I have been working diligently to gain a comprehensive understanding of our current communication practices, tools, and strategies. Through this study, we want to create an actionable plan that can be implemented to enhance our communication strategy and identify communication goals for the community.

The proposal we are reviewing is pretty general, and therefore, I would like to hear from each of you about which areas of communication you think are a priority for the Town of Dover. Whether it be from your department's perspective or a public perspective, your opinions and insights are valuable to us.

To help you better understand the project, I have attached an example from another town's communication plan that the Collins Center completed. I encourage you to review the documents and **provide any questions or comments directly to me by Monday, March 4th**. Feel free to provide feedback by email or stop by my office to discuss.

For those who are interested, we will meet with the Collins Center on March 7th in the afternoon. You are all welcome to join and learn more about the project.

Thank you for your attention to this matter, and I look forward to hearing your input.

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