

## 2019 Randolph Citizens Academy Timeline

Session	Date:	Time:	Location:	Topic:	Description:	Interactive:	Hand-outs:
1	9/18/19	6:30-8:30pm	Town Hall/ Chapin Hall 41 South Main St, 2 <sup>nd</sup> Fl	<b>(1) Overview of Randolph /Town Government</b>	Overview of town organization, departments. Policies and procedures, facilities	Facility Tour	Annual report, General Bylaws
				<b>(2) Town Clerk's Office</b>	Overview of operations, Boards & Committees	Online applications, censuses, voting	Board vacancies, open meeting law, elections calendar
2	9/25/19		Police Station 41 South Main St. (right of building)	<b>Police Department</b>	Overview of department and operations	Facility tour	Police academy application / educational materials
3	10/2/19		Town Hall/ Chapin Hall 41 South Main St, 2 <sup>nd</sup> Fl	<b>Building Department Town Planner Zoning Board / Conservation Health Department</b>	Inspectional Services, Planning, Coding, Permits  Trash/recycling operations, Health		Sample applications/process ----- Health programs/trash/recycling schedule
4	10/16/19		DPW (Barn Yard) 6 Carlino Way	<b>DPW- Highway, Water /Sewer</b>	Overview of operations, processes and facilities	Facility tour	Improvement plan/winter preparation snow removal
5	10/23/19		Fire Station 2 952 North Main St.	<b>Fire Department</b>	Overview of department and operations	Facility tour	Fire academy application / educational materials
6	10/30/19		Town Hall/ Chapin Hall 41 South Main St, 2 <sup>nd</sup> Fl	<b>Financial Overview / Budget Process / Assessor</b>	Overview of operations, programs		
7	11/6/19		Library 1 North Main St.	<b>Library</b>	Overview of operations, programs	Facility tour	Programs, library card info
8	11/13/19		RICC 128 Pleasant St.	<b>(1) Intergenerational Community Center / Veterans Services</b>	Overview of operations, programs, membership, Elderly / Veterans services	Facility tour	Membership info, events schedule/ social media
				<b>(2) Graduation &amp; Open Discussion</b>			