PUBLIC NOTICE POSTING REQUEST
TO OFFICE OF THE WESTWOOD TOWN CLERK

TIME STAMP

ORGANIZATION: **PERSONNEL BOARD** 2016 NOV 23 P 1:16

MEETING **PUBLIC HEARING** (Please circle appropriately)

TOWN CLERK
TOWN OF WESTWOOD

DATE: **November 29, 2016** **TIME:** **7:30 p.m.**

LOCATION: **Selectmen Meeting Room**

PURPOSE: **Monthly Meeting**

REQUESTED BY: **Joan Courtney Murray, Human Resources Director**

NOTE: *Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturday, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in the adequate amount of time.*

LIST OF TOPICS TO BE DISCUSSED

(For updates to this notice, please see www.townhall.westwood.ma.us)

- Minutes from September 20, 2016, Meeting
- 2017 Recreation PTSO Compensation Plan
- Revised Recreation Job Descriptions

NOTE: *Per changes to Open Meeting Law, effective July 1, 2010, notice of any meeting of public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". Topics must give enough specificity so that the public understands what will be discussed, but not necessarily all items that may come up. Please list those topics above.*