



PUBLIC NOTICE POSTING REQUEST TO OFFICE OF THE WESTWOOD TOWN CLERK

RECEIVED

By Town Clerk at 10:56 am, Dec 16, 2019

ORGANIZATION: School Building Committee

MEETING

PUBLIC HEARING

**AMENDED NOTICE:
DATE & TIME OF AMENDMENT:**

(Please circle one that applies)

DATE: Friday, December 20, 2019 **TIME: 8:00am**

**LOCATION: Professional Development Room, District Administration
Office, 220 Nahatan Street, Westwood, MA**

PURPOSE: Regular Meeting

**REQUESTED BY: John Cianciarulo, Executive Assistant
Maya Plotkin, Committee Chairperson**

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.

****Disclaimer:** If you have a disability that requires certain accommodations, please contact the Select Board's office at least 48 hours before the meeting, excluding Saturday, Sundays and legal holidays at 781-326-4172 or selectboard@townhall.westwood.ma.us.

LIST OF TOPICS TO BE DISCUSSED

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

Chair's Report (8:00-8:10)

- Project updates
- Membership update

Discussion Items (8:10-9:20)

- Presentation on evaluation of existing conditions and space summaries (8:10-8:30)
- Presentation on project space summary (8:30-9:15)
- Initial discussion of evaluation criteria (9:15-9:20)

Action Items (9:20-9:25)

- Appointment of Evaluation Criteria Subcommittee
- Approval of minutes: November 8, 2019
- Approval of invoices: Period ending November 30, 2019

New Business (9:25-9:30)

Adjournment

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.