



**PUBLIC NOTICE POSTING REQUEST
TO OFFICE OF THE WESTWOOD TOWN CLERK**

RECEIVED

By Town Clerk at 9:35 am, Feb 20, 2020

ORGANIZATION: Westwood Recreation Commission

MEETING

DATE: February 25, 2020

TIME: 7:00 PM

LOCATION: Library Community Meeting Room

PURPOSE: Meeting

REQUESTED BY: Nicole Banks, Recreation 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.

****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)

1. Call to order: 7:00 PM
2. Introduction of Town Administrator, Chris Coleman
 - Recreation Director – announcement of departure and transition plan
3. Field Facility Policy - update
4. Public Comment
5. Consent Agenda
 - Approval of Minutes – January 27, 2020
 - Monthly Report – January
6. Commission Member reports
7. Director/Staff report
 - 2019 Town Report – Recreation Department and Commission Chapter
 - Spring Summer Brochure
 - Events
 - i. March into Summer event details and volunteer shifts
 - Fields / Facilities
 - i. Spring maintenance and improvement projects – DPW plan
8. Other items not reasonably anticipated by the Chairman 48 hours in advance of the meeting
9. Adjourn

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.