



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

TIME STAMP

ORGANIZATION: Finance and Warrant Commission

2012 OCT 31 P 3:02

MEETING

PUBLIC HEARING

(Please circle appropriate)

TOWN CLERK
TOWN OF WESTWOOD

DATE: November 13, 2012

TIME: 7:30 P.M.

LOCATION: High School Professional Development Room

PURPOSE: Meeting

REQUESTED BY: Sheila Nee

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)

- I. Approval of October 16, 2012 meeting minutes.
- II. Finance Director – financial update.
- III. Board of Assessors – tax shift process.
- IV. Town Administrator/DPW Director – update on DPW issues.

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.*