



PUBLIC NOTICE POSTING REQUEST TO OFFICE OF THE WESTWOOD TOWN CLERK

Received 10/14/2022@1:12PM
Westwood Town Clerk

TIME STAMP

ORGANIZATION: Personnel Board

MEETING

PUBLIC HEARING

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

(Please circle one that applies)

DATE: October 19, 2022

TIME: 7:00 p.m.

LOCATION: Westwood Public Library Conference Room

PURPOSE: Regular Meeting

REQUESTED BY: Molly Kean, Asst. Town Administrator/HR 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)

- Two ATP Job Descriptions and One SEIU Job Description
- Meeting Minutes from August 30, 2022

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.