



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

**ORGANIZATION: PERSONNEL BOARD** 18 SEP 21 P 12:38

**MEETING**

**DATE: September 25, 2018**

**TIME: 7:30 p.m.**

TOWN CLERK  
TOWN OF WESTWOOD

**LOCATION: SELECTMEN'S MEETING ROOM - 580 HIGH STREET**

**PURPOSE: Regular 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](http://www.townhall.westwood.ma.us))*

- Minutes from Previous Meeting
- ATP Custodian Job Description
- Academic Degrees Relating to Education Incentive for Public Safety Personnel
- Social Media Policy

**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.