



PUBLIC NOTICE POSTING REQUEST TO OFFICE OF THE WESTWOOD TOWN CLERK

TIME STAMP

ORGANIZATION: Public Safety Task Force

2014 DEC 29 A 9:17

MEETING

PUBLIC HEARING (Please circle appropriately)

TOWN CLERK
TOWN OF WESTWOOD

DATE: Wednesday, January 7, 2015

TIME: 7:00pm

LOCATION: Selectmen's Meeting Room, Town Hall

PURPOSE: Meeting

REQUESTED BY: Christine McCarthy, Executive Assistant

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

TOPICS	HOW	WHO	TIME
Intro	- Approve Minutes from the Prior Meeting	NH	5 min
FS2 – Design	- Presentation of Schematic Design Package - Review plans; elevations; massing; and MEP narrative - Design Development update and next steps	D&W	15 min
FS2 – Schedule	- Review design schedule and milestones	D&W/CPM	5 min
FS2 – Budget	- Review project budget status	CPM	5 min
PD – Program	- Discuss the current status of programming and space needs analysis	D&W/CPM	10 min
PD - Design	- Review updated floor plans and site plans	D&W	20 min
PD - Site	- Discuss abutting parcels and next steps o Scout House o American Legion	CPM	20 min
PD - Schedule	- Review design schedule and milestones	D&W/CPM	5 min
PD - Budget	- Review project budget status	CPM	5 min