



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

2017 NOV 15 P 3:03

ORGANIZATION: Westwood Recreation Commission

MEETING

TOWN CLERK
TOWN OF WESTWOOD

DATE: November 20, 2017

TIME: 7:00 PM

LOCATION: Champagne Meeting Room, 50 Carby Street

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 Saturdays, 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)

1. Call to order 7:00 PM
2. Consent Agenda
 - Approval of Minutes – October 23, 2017
 - Monthly Report – October
3. Commission Member reports
4. Public Comment
5. Director/Staff report
 - Westwood Day event debriefing notes and input for Westwood Day 2018
 - Field scheduling updates
 - Open Space & Recreation Survey will be available from November 13 through December 1, 2017 for public input
 - Personnel update
 - Field Facilities updates
6. Other items not reasonably anticipated by the Chairman 48 hours in advance of the meeting
7. Next meeting – December 18, 2017 (tentative)
8. Adjourn

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.