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TOWN OF BRAINTREE

NOTICE OF MEETING

In conformity with the provisions of Chapter 39, § 20, Massachusetts General Laws, I hereby file notice that a meeting of the:

Committee on Ordinance & Rules (COMMITTEE/BOARD) will be held on *Thursday, February 23, 2012* (DAY, MONTH, DATE, YEAR)

at *6:30* (TIME) *PM* (AM/PM) in the *Horace T. Cahill Auditorium, Town Hall, 1 JFK Memorial Drive* (ROOM LOCATION, BUILDING, ADDRESS) in Braintree.

Said meeting will be open to the public and the press as required by the provisions of the Open Meeting Law.

Furthermore, below is a list of topics that the Chair reasonably anticipates will be discussed at the meeting:

Acceptance of the Open Session Minutes for the February 7, 2012 Committee Meeting

Order 12-001 Review of Town Council Rules, per Council Rule Fifty-Five

Order 12-002 Review of Council Subcommittees to determine composition of and adding or deleting subcommittees

Topics the Chair does not reasonably anticipate will be discussed

Adjournment

Signature _____ (POSTING AUTHORITY)

NOTE: Notices and lists of topics are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the hours of operation of the Office of the Town Clerk and make the necessary arrangements to be sure your posting is made in an adequate amount of time.