

SAMPLE



Received and posted by the Office of the Town Clerk

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:

COMMISSION ON DISABILITIES will be held on **MONDAY, FEBRUARY 4, 2013**
COMMITTEE/BOARD DAY, MONTH, DATE, YEAR

at **6:30PM** in the **JOHNSON ROOM TOWN HALL** in Braintree.
TIME AM/PM ROOM LOCATION BUILDING ADDRESS

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:

Call to order

Roll Call

Approval of minutes from January 7, 2013 Meeting

Telephone & Office Report, updates on townwide construction, CCP Funds for ADA compliant accessible town hall entrance, Rt. 37 curb cuts, Thayer Library plans for making all exterior walkways accessible, funding for shade system for RockNGlide at Highlands playground, plans for rink/pool, Parks & Recreation trips, COD web page and links, update from Mayor's office on the allocation of HP Fines, M.G.L. c40 22G, town wide transition plan, school renovations update/modular classrooms

New Business: Proposed Community Center/ Renovation to House on the former Mass. Respiratory Hospital Land; proposed plan for a new playground at French's Common

Any matters brought from the floor

Citizen Participation

Adjournment

Signature *Barbara Termini*
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.