

Minutes



Town of Uxbridge

Do Not Write In this Space

SEP 27 '11 PM 5:10

Posted by
Uxbridge
Town Clerk

Meeting

Cancellation

Board or Commission Ux. Hist. Dist. Comm.

Meeting Date March/April 2011

Time 4:00 p.m.

Place Lower Town Hall

Authorized Signature Pamela A. Cahice

I. Call to Order

3:55 p.m.
present: Faye Mc Closky, Pamela Cahice, Jannette Gou

II. Old Business

III. New Business

- Faye presents State Register of Historic Places
- Discussion of correct meeting posting procedure

IV. Executive Session

none

V. Adjournment

4:25

Meeting Postings:

- * Except in an emergency, a public body must post notice of a meeting at least 48 hours in advance, excluding Saturday's, Sunday's and legal holidays, except in emergencies.
- * "Emergency" is a sudden, generally unexpected occurrence or set of circumstances demanding immediate action.
- * In an emergency, a public body shall post notice as soon as reasonably possible prior to a meeting
- * Notice must include date, time and place of meeting
- * Must include listing of topics the chair reasonably anticipates will be discussed at the meeting
- * Topics must give enough specificity so that the public will understand what will be discussed
- * Public bodies are encouraged to update the notice when aware of new topic within the 48 hour period before the meeting
- * Chairs should not post notices so far in advance that there is a high likelihood that new topics will arise, unless the chair