



Do Not Write in this Space
TOWN CLERK
JAN 25 '11 AM 8:59

Town of Uxbridge

Meeting

Cancellation

Board or Commission Budget Sub-Committee - School Dept.

Meeting Date January 27, 2011 7:00 p.m.

Place Superintendent's Conference Room - Town Hall

Authorized Signature _____

I. Call to Order

II. Budget Discussion

III. Old/New Business

V. Adjournment

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 updates the notice with any such new topics 48 hours in advance of the meeting