

Do Not Write in this Space

Posted by Uxbridge Town Clerk

MAY 3'12 AM 8:00

Town of Uxbridge

	X Meeting		Cancellation
Board or Commission Meeting Date	Town Scholarship Committee 10-May-12	Time	8:30 a.m.
Place Authorized Signature	School Superintendent's Confere	ence Room	
Call to Order			

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- **Reoganization of Committee**
- **Discussion of Applicants**
- Vote to Award Scholarship
- Representative from Committee to attend Senior Awards Banquet
- **Donation Issue on Tax Bills**
- 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 occurance 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.