

TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law
PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Board of Assessors
FILED BY: Ellen Brideau
DATE OF MEETING: Monday, September 19, 2011
TIME OF MEETING: 7:15 PM
PLACE OF MEETING: Assessing Office

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

AGENDA

7:15 pm Meeting called to order
Public Comment

7:20 pm Review of Minutes from September 6, 2011
Correspondence
Documents for Board of Assessors signature

7:30 pm FY 12 Certification

7:35 pm Overlay
FY'12 Overlay tentative estimate
FY'12 Overlay Surplus preliminary estimate

8:00 pm Administrative Assessor's Position

8:05 pm Topics not reasonably anticipated by the Chair 48 hours in advance of Meeting, if any

8:15 pm Thoughts and Concerns from BOA members

8:30 pm Meeting Adjourned

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(Agenda Items may be discussed at times other than listed.)

NOTE: Per changes to the Open Meeting Law, notice of any meeting of a public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". AG's Office guidelines state that the list of topics shall have sufficient specificity to reasonably advise the public of the issue to be discussed. Please list those topics on the above agenda.