

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

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TOWN OF WAYLAND
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NAME OF BOARD/COMM: BOARD OF ASSESSORS
FILED BY: ELLEN M. BRIDEAU
DATE OF MEETING: MONDAY, NOVEMBER 26TH
TIME OF MEETING: 7:00 PM
PLACE OF MEETING: TOWN BUILDING

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 – AMENDED 11/20/12

7:00 pm	Meeting called to order
7:10 pm	Meeting adjourned to reconvene with FinCom Review of Assessment Process
7:30 pm	BOA meeting resumes Review of minutes from November 5 th and Executive Session minutes of October 2 nd Correspondence
7:40 pm	Documents for BOA Signature To include: Month End Reports Circuit Breaker FY'14 Chapter Land Applications DOR documents for FY 13 Interim (LA3, LA4, LA13, LA15 and OL1)
7:50 pm	Letter from Town Surveyor regarding release of ownership information online
8:00 pm	Calendar review for yearend activities Classification Hearing Tax Billing file deadlines Staff vacations and office closing dates
8:10 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
8:20 pm	Public Comment
8:30 pm	Meeting Adjourned

(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.