

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: Permanent Municipal Building Committee
FILED BY: John Moynihan, Public Buildings Director
DATE OF MEETING: Thursday, December 12, 2013
TIME OF MEETING: 7:00 p.m.
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

- Call to Order
- Public Comment
- Approval MS Roof Change Order #1
- Approval of MS Roof Project invoices
- Approval of November 6, 2013 (MS Roof Project) Minutes
- Members' concerns re: MS Roof Leak
- New DPW Facility:
 - Discuss/review of OPM (Owner's Project Manager) RFP (Request for Proposal) specifications
 - Discuss/review criteria for Contractor Qualifications
 - Review of meeting schedule (draft)
- Approval of November 14, 2013 Minutes
- Other business not reasonably anticipated 48 hours prior to the meeting
- Adjourn

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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. Revised Meeting Notice/June 23, 2010