

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: PUBLIC CEREMONIES COMMITTEE

FILED BY RICHARD P. TURNER CHAIRMAN

DATE OF MEETING: Tuesday, March 13 2012

TIME OF MEETING: 7:00 PM

PLACE OF MEETING Town Office 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

NOTE ITEMS MAY NOT BE DISCUSSED IN ORDER

- 7:00 PM Meeting Called To Order
- 7:05 PM Public Comment
- 7:10 PM Reading and approval of minutes from previous meeting
- 7:15 PM Reading of Correspondence /Invoices
Old Business
- 7:20 PM Discussion of 2011 LMC Award to Ms. Barbra M. Sheffles
- 7:45 PM New Business

Discussion and selection for 2012 LMC Award and Nominations
Memorial Day Pre Planning and task list
375th Update John Dyer
Topics Not Reasonably Anticipated by the Chair 48 Hours in
Advance of the Meeting, If Any

8:30 PM Adjourn and set next Meeting Date

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.