

**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

NAME OF BOARD/COMM:           Wayland Cares Review Committee

FILED BY:                           Gail Shapiro

DATE OF MEETING:               November 13, 2013

TIME OF MEETING:               9:15 am

PLACE OF MEETING:             Happy Hollow School

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.

9:15 am           Call meeting to order; Assign minute taker

9:17 am           Review and vote to approve (or correct) minutes

9:20 am           Vote to extend (or not to extend) the term of Committee until December 2

9:21 am           Member concerns; Topics not reasonably anticipated by the Chair 48 hours prior to the meeting (if any)

9:25              Adjourn

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