



## PUBLIC NOTICE POSTING REQUEST TO OFFICE OF TOWN CLERK

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(Please check all appropriate boxes)

BOARD/COMMITTEE/ORGANIZATION: Council on Aging Board of Directors

☒ MEETING

☐ PUBLIC HEARING

DAY of WEEK/DATE: Monday, November 15, 2021

TIME (AM/PM): 9:00AM

ADDRESS: Newbury Municipal Offices  
12 Kent Way  
Byfield, MA 01922

ROOM: 2<sup>nd</sup> Floor Hearing Room

PURPOSE: Council on Aging Board of Directors Meeting

SUBMITTED BY (Name & Title): Cindy Carrier, Director, on behalf of Joyce Machiros, Board Chair

All public meeting notices must be filed and time stamped in the town clerk's office and posted on the municipal bulletin board 48 hours prior to the meeting in accordance with MGL Ch. 30A, § 18-25. This may not include Saturdays, Sundays or legal holidays. Newbury Municipal Offices are open Monday, Wednesday, Thursday 8am-4pm and Tuesday from 8am-7pm. Municipal offices are closed on Fridays. Faxed or Emailed postings must reach the Clerk's office during business hours 48 hours prior to the meeting.

MEETING NOTICES WILL ALSO BE POSTED ON THE TOWN WEBSITE ([www.townofnewbury.org](http://www.townofnewbury.org))

### Agenda

- Call to order
- Public Comment

To receive oral communication from members of the public. Members of the public may address the Council on Aging Board for up to three minutes; longer with the permission of the Chairperson. The Council on Aging Board will not engage in discussion on topics raised during public comment but may choose to add the topic to a future agenda. This agenda segment will be limited to 15 minutes unless extended at the discretion of the Chairperson.

- Review and approval of October 18, 2021 Meeting Minutes
- Council on Aging Director's report
- Other business
- Executive Session as needed
- Adjourn

The Council on Aging Board pledges its respect to the public and each other. The Board asks the public to conduct themselves in a respectful, courteous manner, both with the Board and with fellow members of the public. Should any member of the board or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this charge is observed.

**Note:** The matters listed above are those reasonably anticipated by the Chair to be discussed at the meeting. This Agenda may be updated or revised after initial posting. Not all items listed may in fact be discussed, and other items not listed may be brought up for discussion to the extent permitted by law.

Except for scheduled public hearings, times given for discussion of agenda items are approximate and are subject to change.