



**Town of Newbury**  
Municipal Town Offices  
12 Kent Way  
Byfield, MA 01922  
Phone: 978-465-0862  
Fax: 978-572-1228

**PUBLIC NOTICE POSTING REQUEST  
TO OFFICE OF TOWN CLERK AND TOWN WEBSITE**

*(Required to select all appropriate boxes)*

**BOARD/COMMITTEE/ORGANIZATION:** Newbury Improvement Trust

☒ **MEETING**

☐ **PUBLIC HEARING**

**DAY of WEEK/DATE:** Monday, August 22, 2022 **TIME (AM/PM):** 5 p.m.

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

☐ Newbury Firemen's Hall, 3 Morgan Avenue, Newbury, MA 01951

☐ Newbury Town Library, 0 Lunt Street, Byfield, MA 01922

☐ Other: \_\_\_\_\_  
(please specify building name/address)

**ROOM:** ☒ Newbury Municipal Offices, 2<sup>nd</sup> Floor Hearing Room

☐ Other: \_\_\_\_\_  
(when applicable, provide room name)

**PURPOSE:** General Business

**SUBMITTED BY** Lynn Kettleison, member

ALL PUBLIC NOTICE POSTING REQUESTS MUST BE FILED WITH THE TOWN CLERK AND TIME STAMPED AT LEAST 48 HOURS PRIOR TO THE MEETING TIME FOR POSTING ON THE MUNICIPAL BULLETIN BOARD (in accordance with the provisions of MGL 30A §18-25). Note: 48 HOURS PRIOR TO THE MEETING DOES NOT INCLUDE ANY HOURS ON A SATURDAY, SUNDAY OR LEGAL HOLIDAY. MUNICIPAL OFFICES ARE CLOSED ON FRIDAYS.

Newbury business hours are Monday/Wednesday/Thursday 8AM-4PM and Tuesday from 8AM-7PM. Faxed or e-mailed postings must reach the Town Clerk's office during business hours 48 hours prior to the meeting, not including the days noted above.

MEETING NOTICES WILL ALSO BE INCLUDED ON THE TOWN OF NEWBURY'S ([www.townofnewbury.org](http://www.townofnewbury.org)) WEBSITE.

---

## **Agenda**

### **Call to Order**

1. Organizational meeting. As this is the first meeting of the members, we will discuss organizational issues.
2. Leadership: Discuss leadership and organization of group.
3. Open discussion – comments, questions from audience.
4. Review of Trust documents and discussion.
5. Next steps.

## **Adjourn**

The Newbury Improvement Trust pledges its respect to the public and each other. The Trust asks the public to conduct themselves in a respectful, courteous manner, both with the Trust and with fellow members of the public. Should any member of the Trust 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.