

RECEIVED

By M. Bonderenko Town Clerk at 9:13 am, Sep 27, 2016

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Town Forest
Committee

DATE OF MEETING: October 1, 2016

TIME OF MEETING: 10 AM

LOCATION OF MEETING: Paul Doucette
residence, 202 Millville, Mendon

AGENDA

1. Call to order
2. Acceptance of Minutes
3. volunteer hour calculations
4. decide on letter of invitation format
5. finalize “discovery walk” plans
6. visit/name outbuildings
7. Old Business
8. New Business
9. items not reasonably anticipated 48hrs prior to meeting
10. Adjourn

NOTE: Notices and agendas are to be posted 48 hours in advance of the meetings **excluding** Saturdays, Sundays, and legal holidays. Any meetings that are to be held on Monday or Tuesday need to be posted by Thursday as the Town Clerk’s office is closed on Fridays. Please keep in mind the Town Clerk’s hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time.

We kindly ask that all meetings and agendas for the following week be posted by **Thursdays** at **3:30pm** in order to be included on the Committee Meeting List that is distributed.