



**Public Notice Posting Request
Town of Reading - Town Clerk**

RECEIVED
TOWN CLERK
READING, MASS.

2015 DEC 10 P 4: 03

Board, Committee or Commission: Mystic Region Emergency Planning Committee

Date: December 15, 2015

Time: 8:30 AM

Location: Wakefield Public Safety Building

Address: 1 Union Street, Wakefield MA 01880

Purpose: Executive Committee Meeting

Requested By Signature: _____

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays, and Legal Holidays. 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. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

Agenda

Call to Order: 8:30 AM

Old Business: x

Acceptance of Minutes: x

New Business: Sub Committee Reports, Announcements, Old Business, New Business.

Topics of Discussion: Full Membership Meeting scheduled for May 17, 2016 at the Sheraton Hotel Wakefield MA.

Adjourn: Approximatley 10:00 AM

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.