

Pursuant to MGL 30A, S 18-25 all meeting notices must be filed and time stamped in the Town Clerk's office and posted at least 48 hrs prior to a scheduled meeting (excluding Sat, Sun, & holidays)



TOWN CLERK'S STAMP

MEETING NOTICE NAHANT PLANNING BOARD

MEETING TO BE HELD ON: **TUESDAY, OCTOBER 3, 2017**: OPENING AT: **7:30PM**

LOCATION: PLANNING ROOM, BASEMENT LEVEL-TOWN HALL: **334 NAHANT RD**

SIGNATURE OR AUTHORIZED PERSON & DATE: **SHEILA K HAMBLETON, TREAS.9/28/17**

AGENDA ITEMS

A. **Roll Call by Chairman:** RJS____CH____SH____MM____SV____GC____Vacancy____

Guest(s)attendance: _____

B. **Regular Business:**

Administrative Responsibilities:

- Meeting Notice for agenda
- Approve any prior Meeting Minutes
- Review any Emails & Correspondence
- Board member vacancy
- Discuss volunteer services
- ZBZ Petition- 0 Willow Rd (sign)Letter from Board to ZBA file

Financial Items:

C. **Any Unfinished Business:**

- Continue discussion of Bear Pond project
- Address other future NPB projects
- Discuss Survey Project

D. **New Business:**

Any unforeseen/unexpected business that comes after the posting of this meeting notice MAY, or MAY NOT, be included as an item to discuss. The decision to include any new business after posting rests with the chairman.

E. **Next Planning Board Meeting:** to be determined at meeting (usually meet the 1st & 3rd Tuesday evening of the month)

F. **Adjournment:** on completion of business.