



TOWN OF BRAINTREE

NOTICE OF MEETING

In conformity with the provisions of Chapter 39, § 20, Massachusetts General Laws, I hereby file notice that a meeting of the:

Department of Elder Affairs will be held on *Friday, November 18, 2011*
COMMITTEE/BOARD DAY, MONTH, DATE, YEAR

at *2:00 P.M.* in the *The Dept. of Elder Affairs Meeting Room 21 Cleveland Ave.* in Braintree.
TIME AM/PM ROOM LOCATION BUILDING ADDRESS

Said meeting will be open to the public and the press as required by the provisions of the Open Meeting Law.

Furthermore, below is a list of topics that the Chair reasonably anticipates will be discussed at the meeting:

Call to Order

Roll Call

Approval of prior minutes

Reports of Treasurer and Others

Old Business

New Business

Other Business

Adjournment

Signature *Rafael V. Harrao* Secretary
POSTING AUTHORITY

NOTE: Notices and lists of topics are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the hours of operation of the Office of the Town Clerk and make the necessary arrangements to be sure your posting is made in an adequate amount of time.