



# MEETING NOTICE TOWN OF HAMILTON

Pursuant to MGL Chapter 30A, § 18-25

All meeting notices and agenda must be filed and time-stamped in the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays, and Holidays)

If posting is *close to the 48 hour requirement*, it MUST be posted by 2:00 pm on Mondays-Thursdays and by 11:00 a.m. on Fridays  
~ Email to both [sgeorge@hamiltonma.gov](mailto:sgeorge@hamiltonma.gov) and [mpeters@hamiltonma.gov](mailto:mpeters@hamiltonma.gov) ~

RECEIVED  
TOWN CLERK'S STAMP  
HAMILTON, MA  
2020 JAN 16 PM 2:14

Committee or  
Governing Body

TOWN HALL BUILDING COMMITTEE

Meeting Location

Meeting Room MEMORIAL ROOM Address TOWN HALL - 577 BAY RD.

Day, Date, and Time of  
Meeting

Day WEDNESDAY Date JAN 22 Time 9:30 ☒ am ☐ pm

Signature of Chairman or  
Authorized Person

Date

1/16/20

## AGENDA

*Per Open Meeting Law, please list all topics that the Chair reasonably anticipates will be discussed at the meeting*

1. Approve 1.8.2020 meeting minutes
2. Review Project Schedule
3. Review deliverables for Spring Town Meeting
4. Review structural upgrades to main ballroom
5. Set re-occurring monthly working meeting time, date and place
6. Review interior finishes ceilings floors, ect.
7. Review basement and meeting space requirements
8. Review parking and site issues
9. Set time and date for next meeting
10. Agenda items for next meeting