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* In an emergency, a public body shall post notice as soon as reasonably possible prior to a meeting.

* Public Bodies are encouraged to update the notice when aware of new topic within the 48 hour period before the meeting.

* Chairs should not post notices so far in advance that there is a high likelihood that new topics will arise, unless the chair updates the notice

* Must include listing of topics the chair reasonably anticipates will be discussed at the meeting.

* Topics must give enough specificity so that the public will understand what will be discussed.

* Notice must include date, time and place of meeting.

with any such new topics 48 hours in advance of the meeting.

Do Not Write in this Space

Town of U	xbridge	
Ξ_X Regu	ular Meeting Annual Meeting Public Hearing	Cancellation
Meeting D Place:	Commission: Uxbridge Housing Authority Date: August 19, 2021 at 7:30 a.m. Administration Building at 31 Calumet Court, Uxbridge MA 01569 d Signature: Linda M. Kelly	
I.	Call to Order	
II.	Approval of the Minutes of July 8, 2021 Meeting	
III.	Old Business:	
IV.	New Business:	
	Financial Report for period ending June 30, 2021 and July 31, 2021	
	Financial Report for quarter ending June 30, 2021	
	DHCD Correspondence:	
	Capital Improvement Plan – Board Approval	
	Annual Plan//Draft Posting	
	Design Contract – Project #304056-Kitchen and Bath Improvements	
	Laundry Contract – Renew/RFP	
	Agreed Upon Procedure (AUP)	
V.	Public Form	
VI.	Executive Session - none	
VII.	Adjournment	
Meeting Postin		G 1 111
* Except in an holidays.	emergency, a public body must post notice of a meeting at least 48 hours in advance, excluding Saturdays,	Sundays and legal
* "Emergency" is a sudden, generally unexpected occurrence or set of circumstances demanding immediate action.		