



TOWN OF BERKLEY

MEETING NOTICE

Received: 12/5/22 Time: 9:45 am

Posted: 12/5/22 Time: 9:45 am

K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee:

Council on Aging_____

Date & Time of Meeting:

December 8, 2022 – 9:03 AM_____

Location of Meeting:

Council on Aging Room – Town Office Bldg., One North Main Street
(physical address including room # or name if applicable)

Arlene Medeiros – December 5, 2022_____

Clerk/Board Member posting notice & date

Cancelled or postponed to: _____

Clerk/Board Member cancelling/postponing meeting: _____

AGENDA / LIST OF TOPICS

Review of matters, votes may be taken

1. Call to order.
2. Announcement regarding meeting being video taped.
3. Develop job description for potential Administrative Assistant to Council on Aging
4. Public input
5. Notice of next meeting date
6. Adjourn

This agenda is subject to change(s) not anticipated by the Chairman 48 hours in advance.