

MEETING NOTICE
TOWN OF LYNNFIELD
(As required by MGL Chapter 30, sections 18-25)

Town Clerk Date Stamp

Board/Committee Name: Town Meeting Study Committee

Day/Date: December 2, 2019

Time of Meeting: 7:00 PM

Location: Break Room – Town Hall

AGENDA

Call the meeting to order

Town Moderator – Joe Markey

Update Electronic Check In / Electronic Voting - Trudy

Public Comment

Public Comment Protocols

The Town Meeting Study Committee welcomes public comment on items that are within the scope of the Committee's responsibilities. The Public comment agenda item is reserved for this purpose. Members of the public wishing to address the Committee should be aware of the following guidelines:

- *The Chair will recognize those wishing to speak and give them the floor. Only persons recognized by the Chair may speak. For purposes of the minutes, speakers should identify themselves at the beginning of their remarks.*
- *The purpose of Public Comment is to receive input from the community, not to engage in conversation with the Committee. The Chair will ensure that any comment or question that requires a response from the Committee will be addressed in a timely manner.*
- *All comments should be addressed through the Chair, not to any individual committee member or to others in attendance*

Adjourn