



David Geanakakis, President
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MONTHLY MEMBERSHIP MEETING

Hosted by: Catherine Carney, Town of Norwood

11:00 am Registration

11:30 am Lunch

12:30 pm Guest Speaker: Carol McGravey of Urbelis & Fieldsteel, LLP/City Solicitors & Town Council Association (CSTC) Topic: What is meant by a City Solicitor's or Town Council's "Approved as to Form" on contracts and other municipal documents. Recommended signatories on different types of contracts (c.149, c.30B etc.)

1:30 pm Business Meeting

2:00 pm Adjourn

AGENDA FOR MAPPO BUSINESS MEETING OF Wednesday, November 16, 2011 Old Colonial Café, 171 Nahatan Street, Norwood, MA

- 1) Welcome – David Geanakakis
- 2) Introduction of New Members and Guests
- 3) Announcements:
 - a. Our next Meeting is the Holiday Party and Yankee Swap, hosted by Jim McLaughlin at Papa Razzi in Burlington on Wednesday December 14, 2011
→NOTE THIS IS THE SECOND WEDNESDAY, ONE WEEK EARLY
 - b. Updated MAPPO by laws
 - c. Code of conduct/ethics
 - d. Meeting minutes from the Fall 2011 conference (October 12, 2011)
 - e. Our January meeting is Wednesday January 18, 2012 in Brockton, hosted by Michael Bandis & Michael Morris at The Shaw's Center
- 4) Agenda Items:
 - a. Governor's Executive Order 533 and OSD Working Group – Sarah Stanton
 - b. Latest Construction Reform effort update – Dan Doucette
 - c. MAPPO Website - Tom Watkins
- 5) Other Business and Member's Agenda Items
 1. OFF32 Copiers, Faxes and Digital Duplicators Frequently Asked Questions document and the RFR for review - OSD
 2. _____