

**ORGANIZATION:** Howes House Space Needs Committee

**DATE:** Thursday, 11/14/2019

**TIME:** 10:00am

**LOCATION:** Up-Island Council on Aging (Howes House)- Sun Room

**PURPOSE:** Assess and Report Space Needs of Howes House

**REQUESTED BY:** Michael Colaneri, Chair

*ALL MEETING NOTICES MUST BE FILED AND TIME STAMPED IN THE TOWN CLERK'S OFFICE AND POSTED ON THE MUNICIPAL BULLETIN BOARD 48 HOURS PRIOR TO THE MEETING. (in accordance with Chapter 303 Acts of 1975)*

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## AGENDA

- Approval of Draft Minutes of September 17, 2019, September 24, 2019, October 8<sup>th</sup>, 2019, & October 22<sup>nd</sup>
- Tanya will share quick discussion with Joe T., Building Inspector, regarding walls that appear to be empty space at the back, right corner of the basement of which the Committee was questioning whether or not it can be a bathroom at some time in the future
- Review and Approval of Draft Proposal of Committee findings
- Any items not reasonably anticipated by the chairperson
- Public comments
- Schedule next meeting