TOWN CLERK

TOWN OF ACTON
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July 1, 2010

BY ELECTRONIC AND FIRST CLASS MAIL

Robert A. Nasdor, Director
Division of Open Government
Office of Attorney General
One Ashburton Place, 20th Floor
Boston, MA 02108
openmeeting@state.ma.us

RE: Notice of Acton's Posting Method Pursuant to the Open Meeting Law

Dear Mr. Nasdor:

Pursuant to the Open Meeting Law ("OML") and 940 CMR 29.03(2)(b) (Pre-Filing Version), as the Town Clerk, I am providing written notice to the Attorney General of the Town of Acton's meeting notice posting method under the revised OML effective July 1, 2010.

Specifically, as of June 30, 2010, Acton will post all meeting notices on boards that the Town has installed on the outside of the Town Hall's main entrance, 472 Main Street, Acton, MA. Consistent with 940 CMR 29.03(2)(a), these notices are "conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located, and the date and time that the notice is posted shall be conspicuously recorded thereon." In addition, a copy of each such notice is available at the Town Clerk's office between 8 a.m. and 5 p.m. Monday through Friday and on the Town's website at http://www.acton-ma.gov/ 24-hours a day.

The meeting notices are clearly visible to the public during hours when the Town Clerk's office is closed; therefore, it is the Town's understanding that it is not necessary that "such notice shall also be made available through an alternative method prescribed or approved by the Attorney General under 940 CMR 29.04." *See* 940 CMR 29.03(2)(a).

By copy of this letter, all public bodies in the Town have been notified of the Town's meeting notice posting method on file with the Attorney General, and all public bodies in the Town have been instructed to consistently use this posting method for all meeting notices. If there is any change to the Town's meeting notice posting method as described herein, we will provide the Attorney General with written notice of that change.

Sincerely,

Eva Taylor
Acton Town Clerk

cc: Stephen D. Anderson, Acton Town Counsel
Steven Ledoux, Acton Town Manager