

**NEWTON CONSERVATION COMMISSION**

**NOTICE OF CHANGE IN PROCEDURES**

Effective: May 27, 2010

**Submission of materials for filings:**

The current policy is that correct documentation must be in two weeks before the meeting (for a new filing, complete documentation must be submitted and it must be in the third Tuesday before the meeting. The policy going forward is that inaccurate filings will be considered to be incomplete.

VOTED: 5-27-2010 by the Commission.

If you have any questions regarding these procedural changes, please get in touch with the Commission's staff.

Ira Wallach, Chairman  
Newton Conservation Commission

cc: John Lojek, Commissioner of Inspectional Services  
Tom Daley, Commissioner of Public Works  
Bob DeRubis, Interim Director of Parks and Recreation

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