



MEETING NOTICE

TOWN OF HAMILTON

Pursuant to MGL Chapter 30A, § 18-25

All meeting notices and agenda must be filed and time stamped in the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

If posting is *close to the 48 hour requirement* it **MUST** be posted by 2:00 P.M. Monday thru Friday.

TOWN CLERK'S STAMP

RECEIVED
TOWN CLERK'S OFFICE
HAMILTON, MA
2016 JUL 28 PM 3 00

Committee or Governing Body	Finance and Advisory Committee		
Meeting Location	Meeting Room	Address	
	Council on Aging	299 Bay Road, Hamilton, MA	
Day, Date and Time of Meeting	Day	Date	Time
	Wednesday	August 3, 2016	7:00-8:30 PM
Signature of Chairman or Authorized Person			Date
			July 28, 2016

AGENDA

Please list below the topics the chair reasonably anticipates will be discussed at the meeting.

1. Call to Order by Chairman
2. Public Comment Period (5 minutes)
3. Approve Minutes from Prior Meetings
4. Budget Forecast and Analysis Topics:
 - a. Finance Director vacancy and impact on (i) budget review and formation and (ii) audit
 - b. Overview of Budget Process and Timeline
 - c. Letter to School Committee
 - d. Consideration of Reserve Fund transfer
 - e. PILOT analysis and recommendations
 - f. Waste Enterprise Account – Hauler Issue
5. FIN COM Process Issues
 - a. Email addresses and other indicia of FIN COM Membership
 - b. Participation in annual report for distribution before/at ATM
 - c. Minute Taking Process
 - d. Liaisons
 - e. FIN COM Vacancy
 - f. Inclusion of committee member comments/reports as regular part of each meeting
6. Determine Agenda for Next Meeting
7. Other Topics Not Reasonably Anticipated as Determined by the Chair
8. Adjournment