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TOWN OF AYER
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Town of Ayer
Finance Committee
1 Main Street
Ayer, MA 01432



Wednesday, September 28, 2022 – 5:30 PM

Open Session Meeting Agenda

*This meeting of the Ayer Finance Committee will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation via Zoom is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in a specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. This meeting will be live on Zoom and Channel 8. The public may access the proceedings by joining Zoom (**Meeting ID# 860 8777 1519**) or by calling (**929-205-6099**). For additional information about remote participation, please contact Carly Antonellis, Assistant Town Manager at atm@ayer.ma.us or 978-772-8220 ext. 100 prior to the meeting.*

- 5:30 PM** **Welcome and Call to Order**
- 5:35 PM*** **Finance Committee Member Introductions**
- 5:45 PM** **Finance Committee Organization**
1. Roles and responsibilities of Officers; Fin Com Representatives on other standing Town Committees
 2. Fin Com Members Elect Officers: Chair; Vice-Chair; Clerk
- 6:00 PM** **Overview of the Roles/Responsibilities of the Finance Committee**
1. *Roles and responsibilities of the Fin Com as a Committee of Town Meeting and in the Budget Process* - Scott Houde, Select Board (Former Fin Com Chair)
 2. *The Reserve Fund and the Reserve Fund Process* – Fred Aponte, Finance Manager
 3. *The Open Meeting Law; Public Records Law; and Working with Town Departments* – Robert Pontbriand, Town Manager
- 6:30 PM** **Proposal for a Future Joint Meeting of the Finance Committee and Executive Bi-Board**
- 6:40 PM** **Scheduling of Future Meeting(s)**
- 6:45 PM** **Adjournment**

**Agenda Times are approximate and do not constitute exact times*