

TOWN OF WAYLAND – TOWN CLERK’S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

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PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COM: **Finance Subcommittee (of the School Committee)**
FILED BY: Diane Marobella
DATE OF MEETING: December 9, 2019
TIME OF MEETING 11:30 AM
PLACE OF MEETING: Wayland Town Building – Small Conference Room

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays and legal holidays. Please keep in mind the Town Clerk’s business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

AGENDA

11:30 AM

1. Comments and Written Statements from the Public
2. Financial Matters
 - a. Discussion of the 2021 Budget Process, including Budget Calendar, Financial Summit, Budget Guidelines and Future Planning;
 - b. Review and Discussion of the Five-Year Capital Plan and FY2021 CIPs;
 - c. Discussion of any Upcoming Finance Committee Presentations, Joint Meetings, Reports or Information Requests;
3. Administrative Matters
 - a. Future Agenda Topics and Next Meeting Dates
 - b. Receive Updated Status on Outstanding Projects by the Business Administrator
4. Matters Not Anticipated by the Chair
5. Comments and Written Statements from the Public
6. Approval of Minutes
 - a. Mar 6, 2019
 - b. Jun 26, 2019
 - c. Sep 5, 2019 – incorrect date listed on previous agenda
 - d. Oct 17, 2019
 - e. Oct 31, 2019
 - f. Nov 18, 2019

1:30 PM

7. Adjournment

“The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.”