



# Town of Topsfield Finance Committee

Agenda  
September 19th, 2011  
7:00 p.m.

- I. Call to Order 7:00 p.m.
- II. FY 2012 Finance Committee Reorganization
  - A. Election of Chair, Vice Chair and Secretary
  - B. FinCom Liaison Assignments
  - C. FinCom Email Monitoring
  - D. FinCom Website Use
- III. Confirmation of Reappointee/Appointee Oaths
- IV. Review Members Address List
- V. Minutes of June 27th, 2011
- VI. Town Clerk 2012 Package
- VII. Public Records-Open Meeting Law Update
- VIII. Warrant Timetable for FY 2012 Budget
- IX. FY 2012 Budget Guidelines
- X. Post Town Meeting Revised Model
- XI. Upcoming Meeting Schedule