

**Board of Water Commissioners  
Town of Topsfield**

**Meeting Agenda**

Date: December 14, 2011  
Time: 7:30 AM  
Location: Public Works Building

1. Appointments
  - Judson Pratt, 27 East Street
2. Approval of Minutes
3. Review of Financials
  - Monthly Control Sheet
  - Statement of Revenue and Commitments
  - Open Balance Report
  - Year to Date Budget Report
4. Review of Resource Reports
  - Withdrawals
  - Task Sheets
  - Accrual Reports
  - Superintendent's Report
5. Correspondence
  - 94 Perkins Row
6. Old Business
7. New Business
8. Signatures
  - Payroll & Warrant
  - Abatements
  - Commitments
  - Tax Liens
  - Payroll Authorization
9. Executive Session
  - Union Contract Negotiation Update

Next Regular Meeting: January, 11, 2012 @ 7:30 AM