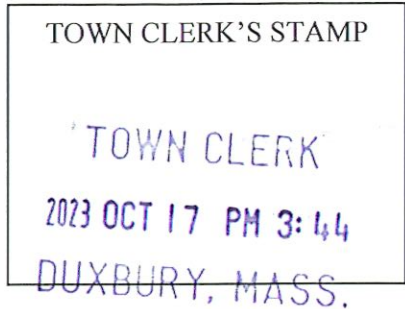




# Meeting Notice

Town of Duxbury, Massachusetts

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)



Committee:

Finance Committee

Meeting Location:

Large Classroom, 2<sup>nd</sup> Floor @ Senior Center, 10 Mayflower Street  
and Remote via Zoom

Day & Date of Meeting:

Thursday, October 19, 2023

Time: 6:30pm

Posted by:

N. O'Connor

Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted in person and, as a courtesy, via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public and board members, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast unless required by law. participation.

Join Meeting at [www.zoom.us](http://www.zoom.us) click "Join a Meeting"

Meeting ID: **853 1882 5277**

Passcode: **360003**

Phone: **1 929 436 2866**

## AGENDA

**I** CALL TO ORDER (and reading of above preamble)

**II** MINUTES

Approval of Minutes, if any

**III** NEW BUSINESS

1. Introduction of Administrative Assistant, Linda O'Brien
2. Reserve Fund Transfer Request – Harbormaster
3. Presentation and Review pertaining to FY25 Budget and Related Materials:

DEPT#	DEPARTMENT	Dept Head	FinCom Representative
135	TOWN ACCOUNTANT	Carrie Mazerolle	Kathleen Glynn
136	AUDIT	Carrie Mazerolle	Kathleen Glynn
131	FINANCE COMMITTEE	Betsy Sullivan	Kathleen Glynn
132	RESERVE FUND	Mary MacKinnon	Kathleen Glynn
158	TAX TITLE FORECLOSURE	Mary MacKinnon	Kathleen Glynn
691	HISTORICAL COMMISSION	Mary MacKinnon	Kathleen Glynn
840	PLYMOUTH COUNTY COOP EXT	Mary MacKinnon	N/A
909	NON-CONTRIBUTORY PENSIONS	Mary MacKinnon	Alan Hoban
911	CONTRIBUTORY PENSIONS	Mary MacKinnon	Alan Hoban

4. Voting of reviewed budgets, as needed

*The listings 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.*

5. Finance Director to propose meeting schedule of departmental reviews through November 2023
6. Review status of Finance Committee representative meetings with Department Heads
7. Review of critical milestones:

Friday, Dec 8, 2023	Town Manager recommendation to Finance Committee and Selectboard
Monday, Dec 11, 2023	Town Manager budget presentation to Selectboard
Monday, Jan 22, 2024	Warrant closes
Sat, March 9, 2024	Town Meeting

#### **IV     ADJOURNMENT**