



One North Main Street 02779-1336
Office: 508-824-6794
Fax: 508-822-4603
E-mail: selectmen@berkleyma.us

**TOWN OF BERKLEY
MASSACHUSETTS**

MEETING POSTING

Thursday, August 21st , 2025 @ 5:30 p.m.
Moitoza-Petty Hearing Room, 1 North Main Street

FISCAL SUSTAINABILITY TASK FORCE AGENDA

1. Call to Order & Meeting Objectives (5:30–5:35 PM)
 - Facilitator: Chris
 - Call to order and welcome
 - Overview of tonight's goals:
 - Establish team expectations and working norms
 - Review the Charter and Problem Statement
 - Begin building shared understanding of the Town's finances
 - Set up next steps
2. Approval of Prior Meeting Minutes from 7/17/25 and 7/31/25
3. Meeting Hygiene & Rules of Engagement (5:35–5:50 PM)
 - Presenters: Kate & Chris
 - Present draft team norms for how we work and communicate
 - Discuss expectations around preparation, participation, and communication
 - Invite feedback from Task Force members
 - Final revisions to be made before August 28
4. Review of Charter & Problem Statement (5:50–6:10 PM)
 - Facilitators: Kate & Chris
 - Present the draft Charter and Problem Statement
 - Invite questions, comments, and edits from Task Force members
 - Note proposed revisions for final vote at the next meeting
5. Orientation to Town Budget & Financial Overview (6:10–6:40 PM)
 - Presenter: Chris
 - Overview of how the Town budget is structured:
 - Revenue sources, departmental budgets, and free cash
 - Review key cost drivers contributing to the structural deficit
 - Facilitate Q&A to build shared understanding among members
6. Next Steps & Action Items (6:40–7:00 PM)
 - Facilitator: Chris
 - Preview August 28 meeting: Final vote on Charter and Problem Statement
 - Confirm follow-up tasks or reading materials
 - Review action items and responsibilities
7. Public Input
8. Adjourn