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**TOWN OF BERKLEY
MASSACHUSETTS**

MEETING POSTING

Thursday, July 17th, 2025 @ 5:30 p.m.
Moitoza-Petty Hearing Room, 1 North Main Street

FISCAL SUSTAINABILITY TASK FORCE AGENDA

Call to Order

1. **Committee Charge and Expectations**
 - Review of the Task Force purpose, mission, and scope as established by the Board of Selectmen
 - Review of applicable ethics, conduct, and Open Meeting Law responsibilities
2. **Review of Shared OneDrive Folder and Documents**
 - Walkthrough of current contents
 - Purpose and use of shared documents
 - Document version control and access permissions
3. **Participation by Non-Voting Town Department Representatives**
 - Identification of relevant departments and roles
 - Scope of input and frequency of involvement
4. **Scheduling of Future Meetings**
 - Discussion of member availability
 - Establishment of tentative recurring meeting schedule
5. **Timeline and Milestones**
 - Overview of project deadlines and deliverables
 - Coordination with town budget planning cycle
6. **Committee Organization**
 - Election of Chair and Secretary
 - Discussion of roles and responsibilities:
 - **Chair:** Meeting facilitation, agenda development, liaison to Board of Selectmen
 - **Secretary:** Meeting minutes, document retention, communication with members
7. **Public Input:**
8. **Adjournment:**

Next Scheduled Meeting is to be determined