

MEETING DATE: Saturday March 3, 2018

TIME: 10:10am

If Applicable please fill in Executive Session START TIME: _____ END TIME: _____ Re-open to Public? If yes
state approx time:
SUBJECT of Executive Session: _____

BOARD OF HEALTH
NAME of BOARD/COMMITTEE

Butterick Municipal Building, One Park Street, Sterling, MA 205
LOCATION ROOM

Town Clerk Office
Use Only

Name: David Favreau

DESIGNATED AUTHORITY OF BOARD/COMMITTEE CALLING THE MEETING

AGENDA

10:10: Joint meeting between the Board of Health and Finance Committee to discuss the FY19 budget.

1. Review and discuss FY 19 BOH and Animal Inspector budgets.
2. Review and discuss FY 18 -19 budgeted Food and Septic inspector.
3. Discuss budgeting options for Multifunction Printer/Scanner/Copier.

Adjourned

Note: all times are approximate and subject to change.

Agenda Template

1. **Chairman** calls the meeting to order
2. **Roll Call** (record names of members in attendance or absent)
3. **Other Attendees** (Chairman should recognize other additional officials present & list names)
4. **Review/Approve/Vote on Past Meeting Minutes** (note who voted, note who abstained)
5. **Reports**
6. **Appointments**
7. **Public Session** (sign-in-sheet)-Chairman must recognize public before speaking & no action or discussion of issues may be entertained at this time-issues may be rescheduled to a future agenda if action needed or requested.
8. **New Business** (newsletter, pamphlets, meeting forms & procedures)
9. **Unforeseen Issues** (no action to be taken on these items unless emergency in nature)
10. **Announcement/Correspondence** (includes letters, e-mails, phone calls received/sent)
11. **Next Posted Meeting Date** (unless otherwise notified)
12. **Adjournment** (Chairman must entertain a motion to close meeting)