

TOWN OF WAYLAND – TOWN CLERK’S OFFICE  
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

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PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COM: Finance Subcommittee (of the School Committee)  
FILED BY: Diane Marobella  
DATE OF MEETING: August 29, 2019  
TIME OF MEETING 11:15 AM  
PLACE OF MEETING: Wayland Town Building – School Committee Room 2<sup>nd</sup> Floor

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays and legal holidays. Please keep in mind the Town Clerk’s business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

AGENDA

11:15 AM

1. Comments and Written Statements from the Public
2. Financial Matters
  - a. Discussion of 2021 Budget Process, Budget Calendar and Financial Summit
  - b. Discussion of 2021 Capital Request Process
  - c. Discussion of Finance Committee’s Communications and Liaison Role
3. Administrative Matters
  - a. Future Agenda Topics and Next Meeting Dates
  - b. Receive Updated Status on Outstanding Projects by the Business Administrator
4. Matters Not Anticipated by the Chair
5. Comments and Written Statements from the Public
6. Approval of Minutes
  - a. January 24, 2019
  - b. March 6, 2019
  - c. April 4, 2019

1:15 PM

7. Adjournment

“The listing 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.”