



TOWN CLERK'S STAMP

MEETING NOTICE

TOWN OF NAHANT

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 or Governing Body	Advisory and Finance Committee
Meeting Location	Town Hall
Day, Date and Time of Meeting	Meeting dates and times below
Signature of Chairman or Authorized Person	Joyce O'Donnell Maroney Date 1/7/12

2012 Advisory and Finance Committee Meeting Schedule:

1/18/12	7:30 PM	FY12 preliminary budget review with Deb Watters
	8:30 PM	Confirm Committee/Department assignments for budget and article liasions
1/25/12	7:30 PM	Preliminary FY12 & FY13 budget review with School Dept. and School Committee
2/08/12	7:30 PM	Finance Committee
	7:45	DPW
	8:00	Fire
	8:15	Police
2/15/12	7:30 PM	Finance Committee
	7:45 PM	Town Clerk
	8:00 PM	Warrant Article Review and Assignments
2/22/12	7:30 PM	Finance Committee
	7:45	Sailing
	8:00	Library/Board of Trustees

	8:15	Board of Assessors
	8:45	Planning Board
2/29/12	7:30 PM	Finance Committee
	7:45	Council on Aging
	8:00	Community Preservation Committee
	8:15	Recreation
	8:30	Warrant Articles
3/07/12	7:30 PM	Finance Committee
	7:45	School Department
	8:45	Warrant Articles

Scheduled Meetings to review and discuss Articles/Budget, as needed.

3/12/12	7:30 PM
3/14/12	7:30 PM
3/19/12	7:30 PM
3/21/12	7:30 PM

- If any Article has a supporting statement it is due at this time in *electronic form*.
- All Fincom members need to have submitted their written recommendations by 3/19/12.

Book Printing and Mailing:

3/23/12	Book submitted to printer for clean up and proofing.
4/16/12	Book mailing begins by this date to ensure books in households a week before Town Meeting.

The Annual Town Meeting is on April 28th, 2012. The PDF of the book will need to be delivered to the printer by no later than March 23rd to allow for review, printing, binding, labeling and delivery. The Advisory and Finance Committee plans to complete budget deliberations, warrant article recommendations and preparation for the Annual Town Meeting Report and Recommendations for Town Meeting by Wednesday, March 21, 2012. ***No material can be accepted for inclusion in the book after March 21, 2012.***