

TOWN OF GUILDHALL

ORIENTATION FOR NEW TOWN OFFICERS

Mon., March 16, 2015 at 6:00pm, the Guild Hall

AGENDA

1. Duties of Office
2. Open Meeting Law
3. Robert's Rules of Order
4. Town Emergency Plan
5. Questions
6. Adjournment

TOWN OF GUILDHALL

SELECTBOARD ORGANIZATIONAL MEETING

Mon. March 16, 2015, the Guild Hall, directly after
orientation meeting

AGENDA

1. Call to Order (by Town Clerk)
2. Election of Selectboard Officers
Chair, Vice-Chair and Clerk
3. Choice of Newspapers for Postings
4. Regular Meeting Day and Time
5. Appointment of Officers
6. Town Election Results; Filling Vacancies
7. Other
8. Adjournment

TOWN OF GUILDHALL
SELECTBOARD MEETING

Mon. March 16, 2015, the Guild Hall, directly after organizational
meeting

PRELIMINARY AGENDA

- 1) Call to Order
- 2) Introductions
- 3) Approval of Minutes
 - Feb 16, 2015 regular meeting
- 4) Citizens' Concerns
- 5) Announcements
- 6) Reports from Boards, Officers, Committees:
 - a) Treasurer's Report
 - b) Road Commissioner's Report
 - c) Delinquent Tax Collector Report
 - d) Listers' Report
 - e) Zoning Admin's Report
 - f) Grants Comm. Report
- 7) Old Business:
 - a) Road Commissioner job description
- 8) New Business
- 9) Executive Session (if needed)
- 10) Signing of Orders
- 11) Other
- 12) Adjournment