

# **TOWN OF GUILDHALL**

## **ORIENTATION FOR NEW TOWN OFFICERS**

Wed., March 13, 2013 at 7:00pm, the Guild Hall

### **AGENDA**

1. Duties of Office
2. Open Meeting Law: current status and possible changes
3. Robert's Rules of Order
4. Organizational Meeting
5. Town Emergency Plan
6. Questions

# TOWN OF GUILDHALL

## **SELECTBOARD ORGANIZATIONAL MEETING**

Wed. March 13, 2013, 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**