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DATE: 12/14/11
TIME: 12:15pm
TOWN CLERK'S OFFICE

**Board of Finance
Regular Meeting
Tuesday, December 20, 2011 @ 7:00PM
In the Norma Drummer Room**

- 1) Call meeting to order
- 2) Pledge of Allegiance
- 3) Seating of Alternates
- 4) Public Comment
- 5) Appoint Board of Finance Vice-Chairman
- 6) Appoint Board of Finance Secretary
- 7) Approval of Minutes November 22, 2011
- 8) Approval of 2012 Meeting Schedule
- 9) Comments from the First Selectman
- 10) Report from the Finance Director
- 11) Discuss and Take Action on Board of Finance Training
- 12) Discuss and Take Action on Budget Season workshops/deliberations
- 13) Transfer Requests
- 14) New Business
- 15) Public Comment
- 16) Correspondence
- 17) Adjournment

Submitted by,

**Michelle Walsh
Recording Secretary**