

Town of West Brookfield

ADVISORY COMMITTEE

SUMMARY RESPONSIBILITIES (8/23/06)

MGL Chapter 39: Section 16 Finance Committee appointment, tenure powers and duties.

Shall make reports or recommendations to the town on all municipal questions.
Shall submit a budget at the annual town meeting

West Brookfield by-laws Chapter IV Advisory Committee

Section 1. There shall be an advisory committee for the town to which shall be referred all article in any warrant hereafter issued for a town meeting.

The Selectmen shall draw a warrant for a town meeting, forward a copy to the Advisory Committee, and the Committee shall make a report as it deems for the best interest on the town.

Section 4. In the discharge of its duty, said committee shall have free access to all books of record and accounts, bills and vouchers on which money has been or may be paid from the town treasury.

A Guide to Town Meetings in West Brookfield

The warrant is developed under the direction of the Board of Selectmen.

Town bylaws require the Advisory Committee to mail or otherwise distribute to every household its report at least five (5) days before the Annual Town Meeting. This booklet contains the complete warrant and the Advisory Committee's recommendations on articles relating to spending money.

The Advisory Board (Committee), appointed by the Selectmen for overlapping terms, makes recommendations to the Meeting on all articles relating to spending money.

For motions having a financial impact on the Town, the Moderator asks the chair of the Advisory Board to give the Board's recommendation.

ADVISORY COMMITTEE MEMBERSHIP

MGL Chapter 39: Section 16

...such by-laws may provide the committees so appointed or elected may continue in office for terms not exceeding three years of appointment or election..

West Brookfield by-laws

Section 1...said committee shall consist of seven legal voters of the town to be appointed as provided in Section 2.

Section 2. Said committee shall choose its own officers and shall, with the exception of its secretary, serve without pay.

Section 3. Whenever a vacancy occurs in said committee, said vacancy shall be filled by said committee by the appointment of a person to serve until the close of the next annual meeting, when the selectmen in office shall appoint, in the same manner as the original appointment, a successor to fill out the unexpired term of the person whose office has been vacated.