

## NOTICE OF VACANCIES

Rec'd Townsend Town Clerk  
8 NOV '19 PM1:21

### CAPITAL PLANNING COMMITTEE POSITIONS

In accordance with Section 7-10 of the Townsend Charter, Notice is hereby given of two (2) vacancies on the Capital Planning Committee. The terms of one (1) of these positions will expire on June 30, 2020, and the other vacancy will expire June 30, 2022.

The duties of the Capital Planning Committee are set forth in Chapter 41, Section 106B of the Massachusetts General Laws, and Chapter 14 of the Town By-Laws, include an annual review of the capital improvement program of the Town, if any, and proposals for the construction of municipal buildings, acquisition of land or personal property and make recommendations to the appropriate officer, board, agency, or department. Additionally and under the authority of Chapter 41, Section 106B of the Massachusetts General Laws, the Capital Committee may be authorized to report its recommendations within the annual budget or town report and given additional duties and responsibilities by by-law of the Town.

Persons interested in these positions should obtain and complete a Volunteer Response Form from the Office of the Board of Selectmen and submit the form to the Selectmen by 4:00pm on Friday, November 22, 2019, with a copy to the Moderator. Incumbent members need not submit a new volunteer response form, but should contact the Moderator by November 13<sup>th</sup>, if he or she is willing to continue to serve.

Persons interested in these positions should be willing to devote the time and energy necessary to learn the issues affecting town finances and government operations and to attend all meetings of the Committee. The time commitment is considerable and the workload is variable during the year. No prior government experience is required of the applicants.

The Capital Planning Committee meets as required, throughout the fiscal year, on dates and times to be scheduled and noticed by law. The number of meetings will vary on a monthly basis and is expected to increase in the months preceding the annual town meeting.

John B. Barrett

Moderator/Appointing Authority

Posted: November 8th, 2019