

DATE: October 11, 2017

TO: Members of the Finance and Personnel Committee
Mrs. Peg Harkness, Chairman
Mr. Peter Hughes
Mr. Tim Palmer
&
Mayor, Doug Bradley

FROM: Alex Berryman, Interim Town Manager

Re: Committee Meeting

A special meeting of the Finance and Personnel Committee will be held on Monday, October 16, 2017 at 6:00 p.m. in the Council Chambers of the Arthur L. Hildreth, Jr., Municipal Building.

TENTATIVE AGENDA

Call to Order and Establishment of a Quorum

1. Discussion and consideration of the purchase of a Neopost DS-35 Folder/Inserter Machine from Shenandoah Valley Office Equipment.
2. Other
3. Adjournment