
INTEROFFICE MEMORANDUM

TO: BOARD, COMMITTEE AND COMMISSIONS
FROM: PATRICK G. TROPEANO, CHAIRMAN, BOARD OF SELECTMEN
SUBJECT: MEETINGS
DATE: 9/15/2015
CC: BOARD OF SELECTMEN

FOR YOUR INFORMATION

According to Division I, Article II, Section I, the Selectmen must hold at least two meetings per month and all other board or commission shall meet at least once a month.

This section also requires written reports and should be submitted to the board of selectmen for inclusion in the Town Report on or before July 1st of each year.

According to Division I, Article III, Section II in the By-Laws, each board or commission is required to keep records of their doings and accounts in the Town offices, as well as the Town Clerk's office.

Per Wareham By-Laws, Division I, Article II, Section 2, any appointee who fails to attend 3 consecutive meetings of your board of committee without justifiable cause may be dismissed after a hearing by the appointing authority.

