



OFFICE OF THE TOWN CLERK

Town Hall – Room #101
365 BOSTON ROAD BILLERICA, MA 01821
P: (978)671-0924

ORGANIZATIONAL MEETING

CHARTER COMMITTEE

Date: Wednesday, September 17, 2025
Time: 6:30 AM PM
Place: Evelyn Haines Conference Room, 2nd floor
Zoom Link: <https://us02web.zoom.us/j/83677783788>

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AGENDA:

1. Welcome, Introductions
2. Pledge of Allegiance
3. Swear in Appointees
4. Town Clerk will hand out packets
5. Appoint Chair, Vice-Chair, Secretary
6. Discuss timeline: Committee will report to Fall TM 2026
7. Discuss: Need for Town Council to review Committee actions on an as needed basis
8. Action Item: What section(s) to review for next meeting
9. Action Item: Need to ask TM to budget funds for Spring 2026 Town Meeting approval for mailings to residents with committee recommendations for Charter changes.
10. Set date and time of next meeting.
11. Adjourn


Donna J. McCoy, Town Clerk