



TOWN OF MILLIS

James G. Neville, *Chairman*
 James J. McCaffrey, *Vice Chairman*
 Catherine C. MacInnes, *Clerk*

OFFICE OF THE BOARD OF SELECTMEN

Veterans Memorial Building
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Michael J. Guzinski
 Town Administrator
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Karen M. Bouret
 Operations Support Manager
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RECOMMENDED FY2018 BUDGET/ATM CALENDAR

Charter Ref.	Date	Activity
	April 3	Legal Review and Approval of ATM Warrant
	April 3	Town Administrator Submits ATM Warrant to BOS
	April 3-April 24	BOS Reviews and Approves ATM Warrant
	April 5-May 17	Fin Com Reviews ATM Warrant
	April 19	BOS Meeting
	April 20	Election/Town Meeting Notice Postcards to be mailed to residents
	April 25	Finance Director/Town Administrator compile Appropriation Schedule
	April 26	BOS Transmits Warrant to FinCom, Town Clerk and Moderator
	May 1	Town Election
	May 8	BOS Meeting
	May 17	FinCom Recommends Final Budget and Warrant
	May 19	Warrant Submitted to Publisher
	May 22 deadline	Warrant to Town Clerk and to be Posted By Constable
	May 25	Warrant Mailed to Residents
	May 30	Pre-Town Meeting
	June 5, 2017	Annual Town Meeting

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