



*Board of
Selectmen
Policy*

**POLICY FOR ADVISORY COMMITTEES TO PROVIDE
ANNUAL REPORTS TO SELECTMEN**

14-XX

I. PURPOSE AND SCOPE

The purpose of this policy is to establish a procedure in which all Advisory Committees of the Board of Selectmen provide annual reports to the Board over the course of the Fiscal Year.

II. POLICY

In addition to the submittal of the reports of each Committee that is included in the annual report, Advisory Committees of the Board of Selectmen shall be required to attend a meeting of the Board to provide a committee update at least once each Fiscal Year. The purpose of this report shall be to advise both the public and the Board of Selectmen with information relative to their charge. Notice of such meeting, to include a date and time, will be provided to the Advisory Committee at least one month in advance.

The Town Manager shall do his/her best to schedule the meetings throughout the year.

ADOPTED BY THE GROTON BOARD OF SELECTMEN: