

Formal Charge: Berkley Fiscal Sustainability Task Force

Purpose:

The Berkley Fiscal Sustainability Task Force is established by the Board of Selectmen to evaluate and present a **menu of no more than three financially viable options** (to be implemented individually or in concert) for addressing the Town of Berkley's structural budget challenges. These options may include but are not limited to a general operating override, service reductions, regionalization of services, or alternative revenue strategies.

Membership:

The Committee shall consist of **seven (7)** voting members, appointed by the Board of Selectmen following an open application process. Members must be residents of Berkley and demonstrate a commitment to the long-term health (success and stability) of the community. The composition of the committee will strive to include:

- One (1) member of the Finance Committee
- One (1) parent or caregiver of school-aged children
- One (1) senior resident (age 60+)
- One (1) local business owner
- One (1) individual with experience managing projects or committees
- Two (2) at-large residents representing a range of perspectives

A member of the Board of Selectmen and each Town department who wishes will serve as a non-voting liaison.

Responsibilities:

The Committee will:

- Meet 1–2 times per month, with additional work expected between meetings.
- Review and analyze budget projections, past override proposals, and cost-saving or revenue-generating alternatives.
- Identify, analyze, and develop up to three viable strategies to support long-term fiscal sustainability, including a SWOT analysis (strengths, weaknesses, opportunities, threats) and an evaluation of potential impacts on town services. Each strategy should include 5- and 10-year projections to demonstrate anticipated consequences and effectiveness over time.
- Request and review relevant data from departments and town administration.

- Conduct at least once a month, a public forums or listening session to gather community input including informational tables at public locations such as local retail establishments that agree to host.
- Prepare a written report summarizing their findings and recommendations
- Deliver a final presentation at Annual Town Meeting for a vote.

Support:

The Town Administrator and Board of Selectmen will provide requested data and materials and coordinate with town departments to support the committee's information needs for departments who have not identified a representative. Administrative assistance will be provided as needed to post meetings and maintain public records.

Timeline:

The committee shall be appointed by July, 2025 and deliver its final report no later than February or March 2026 to ensure inclusion in FY27 budget discussions and Annual Town Meeting preparation.