

GUIDE TO FY21 BUDGET AND STM-ATM TIMELINES – Town Meeting September 28, 2020

- **CAPITAL IMPROVEMENT PLAN**

- Monday, August 24, 2020 - The Town Manager shall submit a modified Capital Improvement Program to the BOS and to the Finance Committee.

- **BUDGET**

- August 24, 2020 – Draft Balanced Budget presentation to BOS and Finance Committee
- August 31, 2020 – Final Balanced Budget presentation to BOS and Finance Committee
- Finance Committee shall file a report containing its recommendations for actions on the proposed budget which shall be available at least 7 days prior to the date on which the Town Meeting acts on the proposed budget. When the proposed budget is before the Town meeting for action, it shall first be subject to amendment, if any, by the Finance Committee. (Charter)

- **DATE OF ANNUAL TOWN MEETING -**

- Monday, September 28, 2020 – Date of Special and Annual Town Meeting
- Tuesday, August 11, 2020 – Opening of Special and Annual Town Meeting Warrant
- Wednesday, August 19, 2020, 10:00 AM – Closing of Special and Annual Town Meeting Warrant
- Monday, August 31, 2020 - Draft Warrant Presented to Board of Selectmen and Finance Committee

- **FINAL WARRANT:**

- Tuesday, September 8, 2020 – FINAL Warrant to Finance Committee / PUBLIC HEARING/ Vote Recommendations of Warrant Articles.
 - Finance Committee Public Hearing – Upon receipt of the proposed budget, FinCom shall provide for the publication in a local newspaper of a notice stating the date, time and place, not less than 7 nor more than 14 days following such publication, when a public hearing will be held by the Finance Committee on the proposed budget. (Charter)
Wednesday, August 26, 2020
- Monday, September 14, 2020 – Board of Selectmen to Vote Final Warrant and Warrant Article Recommendations

- **WARRANT POSTING** – The Posting of ATM is required at least 7 days before the ATM and at least 14 days for a STM (Bylaw) - Monday, September 21, 2020 Deadline to Post Warrants

- **PUBLICATION/MAILING OF WARRANT** - Posted warrant need to be mailed to registered voters or put in a local newspaper **and** put on the Town's website (no specific timeline – Bylaw)