

## 2012 Budget Schedule

Sept. 20:

Week 1	4140 – Town Clerk	-- Presenter:	Town Clerk
	4150 - Tax	-- Presenter:	Tax Collector
	4150 – Finance	-- Presenter:	Finance Director
	4150 – Assessing	-- Presenter:	Finance Director
	4150 – Treasurer/Trustee/BudCom	-- Presenter:	Finance Director
	4711 - Debt (Interest/TAN/Principal)	-- Presenter:	Finance Director

Sept. 27:

Week 2  
No Meeting

Oct. 4:

Week 3

4589 – Cultural	-- Presenter:	OHD Committee Chair
4550 – Library	-- Presenter:	Library Trustees & Director
4198 – Cable	-- Presenter:	Cable Coordinator and Finance Director
4194 - Govt. Buildings	-- Presenter:	Maintenance Supervisor & Finance Director
4611 – Conservation	-- Presenter:	Conservation Commission
4191 – Zoning	-- Presenter:	ZBA Chair or its representative
4191 – Planning	-- Presenter:	Planning Brd Chair and Town Planner
4195 – Cemetery	-- Presenter:	Finance Director
4583 – Patriotic	-- Presenter:	Finance Director
4153 - Legal	-- Presenter:	Finance Director
4199 - Conflict of Interest	-- Presenter:	Finance Director
4196 – Insurance	-- Presenter:	Finance Director
CIP	-- Presenter:	CIP Committee Chair and Town Planner

Oct 11

Week 4

4140 – Elections	-- Presenter:	Town Moderator/Supervisor of Checklist
4311 - Highway Admin	-- Presenter:	Highway Supervisor & Finance Director
4312 –Highway Streets/Public Works	-- Presenter:	Highway Supervisor & Finance Director
4324 – Solid Waste Clean-Up/Landfill	-- Presenter:	Highway Supervisor & Finance Director
4323 – Solid Waste Collection/Sanitation	--Presenter:	Finance Director
4316 – Streetlights	--Presenter:	Finance Director

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## 2012 Budget Schedule

Oct 25:  
Week 6

4240 – Inspections	-- Presenter:	Chief Building Official
4210 - Police	--Presenter:	Police Chief
4414 – ACO	--Presenter:	Police Chief (ACO Supervisor)
4220 – Fire	--Presenter:	Fire Chief
4215 – Ambulance	--Presenter:	Fire Chief
4332 – Water	--Presenter:	Fire Chief (Water Line Supervisor)
4290 - Emergency Management Revenue	--Presenter:	Emergency Management Director Finance Director

Nov. 01:  
Week 7

4411 – Health	--Presenter:	Health Officer
4520 – Recreation	--Presenter:	Recreation Director/Chair of Rec Comm
4441- Human Services – Admin	--Presenter:	Human Services Director
4442- Human Services – Assistance	--Presenter:	Human Services Director
4419 - Human Services - Agencies	--Presenter:	Human Services Director

Nov. 08:      Off, unless a meeting is needed

Nov. 15:  
Week 8

4130 – Executive	--Presenter:	Finance Director
4155 – Personnel	--Presenter:	Finance Director
4197 – Advertising & Reg Assoc.	--Presenter:	Finance Director

Nov. 22:      Off Happy Thanksgiving

Nov. 29:  
Week 09

BUDGET REVIEW PRELIMINARY REVIEW OF WARRANT ARTICLES	--Presenter:	Finance Director & Depart Heads if necessary Requested by the Budget Committee
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Dec. 06:  
Week 10

BUDGET REVIEW & WARRANT ARTICLES	--Presenter:	Finance Director & Dept Heads if necessary Requested by the Budget Committee
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Dec. 13:  
Week 11

WARRANT ARTICLES & APPROVAL OF BUDGET

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## 2012 Budget Schedule

Dec. 20	off, unless meeting date needed
Jan. 3: Week 12	If needed for continued review/approval      Presenters: to be determined
Jan.??	post public hearing notice for ???? public hearing (if date modified for public hearing, notice must be posted 7 days in advance of hearing)
Jan. 10: Week 13	Meet if petitioned articles have suggested appropriations or if further review is needed Presenters: to be determined
Jan. 10	<ul style="list-style-type: none"><li>• last day for any notice of public hearing on bond over \$100K or annual budget</li><li>• Last day for voters to submit petitioned warrant articles</li><li>• Budget submission date for collective bargaining. Last day to finalize collective bargaining agreement “cost items” for submission to annual meeting.</li></ul>
Jan. ???	Public Hearing (last date for would be 1/17)
17	Last day to hold at least one public hearing on annual budget. [32:5, I and V; 40:13, II-a (c)].
25	First day for candidates to register with Town Clerk
30	Last day for Selectman to post warrant and budget (MS-7 must be completed by this date)
Feb 3	Last day for candidates to register with Town Clerk
???	Deliberative Session must occur between 2/4 and 2/11
March 6	Annual Report with Final Budget must be available
13:	Town Vote

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Dates in blue are taken from the NH LGC web-site of Important Dates for Local Officials SB-2 Annual Meeting March