



## Department of Revenue Administration

Municipal & Property Division – Municipal Bureau

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### SB2 TOWNS & SCHOOLS ANNUAL MEETING (APRIL, 2021) TIMELINE

Date*	Action	RSA §	Parameters*
January 31	Last day for town manager to submit budget to selectpersons	37:6 V	"...on or before the thirty-first day of January..."
February 5	Last day for petitioned bond articles over \$100,000	40:13, II-b (b), 33:8-a	"...the second Tuesday in February, provided however, that if a petitioned article proposes a bond governed by RSA 33:8-a, the deadline shall be the preceding Friday."
February 9	Last day to post notice of February 16th budget hearing	40:13, II-b (a), 32:5, I	"...the second Tuesday in February..."
February 9	Last day to post notice of bond hearing	40:13, II-b (a), 33:8-a	"...the second Tuesday in February ..."
February 9	Last day for petitioned warrant articles (schools and towns)	40:13, II-b (b), 39:3	"...the second Tuesday in February ..."
February 9	Last day for negotiated cost items to be finalized	40:13, II-b (b), 273-A:1	"...the second Tuesday in February ..."
February 16	Last day to hold at least one budget hearing	40:13, II-b (c)	"...on or before the third Tuesday in February."
February 16	Last day for bond hearing	40:13, II-b (c), 33:8-a	"...on or before the third Tuesday in February."
February 18	Last day for budget committee to deliver budget and warrant article recommendations to the governing body for posting	40:13, II-b (c), 32:16, IV	"...the Thursday before the last Monday in February ..."
February 22	Last day to post warrant, budget and default budget (schools and towns)	40:13, II-b (d), 39:5, 197:7	"...on or before the last Monday in February."
February 27 through March 6 (inclusive)	<b>First Session – Deliberative</b>	40:13, III	"...between the first and second Saturdays following the last Monday in February, inclusive of those Saturdays..."
April 6	<i>Annual Report</i> with final budget and ballot questions made available to the legislative body	40:13, II	"...at least one week before..."
April 13	<b>Second Session – Voting by Ballot</b>	40:13, VII	"...the second Tuesday in April..."
May 3	Submit signed and completed forms to DRA through the MTRSP	21-J:34	"...within 20 days of the close of the meeting..."

\* Dates are calculated in accordance with RSA § 21:35.