

TO: All Departments, Officers, Boards, Committees, Commissions and Interested Parties
 FR: Tim Carroll, Executive Secretary
 DT: July 30th 2009 (revised December 9th 2009)
 RE: Budget and Annual Town Meeting Schedule

Boards, Commissions & Committees meet and discuss needs for FY2011 in November 2009. Establish preliminary goals for next year.

~~Planning Board or Citizens seeking a new zoning bylaw must submit their petition to the Board of Selectmen by 12 Noon on November 13th 2009.~~

~~All Departments, Boards, Committees, Commissions must submit their Preliminary Capital Needs Requests by 12 Noon on November 13th 2009.~~

~~Board of Selectmen's Meeting — Hear Zoning Petitions 7:30 PM — November 17th 2009~~

Planning Board Research, Hold Public Hearings and Issue report on Proposed Zoning Bylaws November 18th 2009 through January 4th 2010

FY2011 Budget Worksheets released December 10th 2009

COLA from Personnel Board formula November CPI COLA - 0 % ~~December 15th 2009~~ 12/7/09

Board of Selectmen's Meeting COLA per formula 7:30 PM December 15th 2009

All Departments, Officers, Boards, Committees, Commissions and Interested Parties must submit their requests that have been approved at a posted meeting for the **FY2011 Budget and ATM Appropriations** by December 28th 2009.

Town Budget assembled by Exec.Sec. & Accountant December 29th – January 5th 2010

Planning Board – DEADLINE
 Submit Proposed Zoning bylaws for Legal Counsel review January 5th 2010

All Departments & Citizens – DEADLINE to submit **Non-Appropriation & Non-Zoning Articles** for the ATM is 12 Noon January 5th 2010.

Board of Selectmen's Meeting 7:30 PM Review submissions. January 5th 2010

FINCOM & BOS FY2011 Discussion 1 7:00 - 9:00 PM January 6th 2010

FINCOM & BOS FY2011 Budget Hearing 2 6:00 - 9:00 PM January 13th

FINCOM & BOS FY2011 Budget Hearing 3 6:00 - 9:00 PM January 20th

FINCOM & BOS FY2011 Budget Hearing	4	6:00 - 9:00 PM	January 27 th
Departmental submissions for TOWN REPORT		Due	February 1 st
FINCOM & BOS FY2011 Budget Hearing	5	6:00 - 9:00 PM	February 3 rd
FINCOM & BOS FY2011 Budget Hearing	6	6:00 - 9:00 PM	February 10 th
FINCOM & BOS FY2011 Budget Hearing	7	6:00 - 9:00 PM	February 17 th
BOS Meeting 7:30 PM		Approval of ATM Warrant	March 2 nd 2010
Town Report to Press			March 3 rd
ANNUAL TOWN MEETING			April 26 th 2010
Annual Town Election			April 28 th 2010