

TOWN MEETING AND ELECTION CALENDAR for FY22
(Annual Town Meeting May 3, 2021 & Annual Town Election May 10, 2021)

- Thur, October 15, 2020 **BUDGET PACKETS DISTRIBUTED TO DEPARTMENTS**
(By Town Administrator, Town Accountant and Town Treasurer)
- Wed, November 11, 2020 **CAPITAL REQUESTS - DUE to TOWN ADMINISTRATOR**
- Wed, November 18, 2020 **BUDGETS & ARTICLES - DUE to TOWN ADMINISTRATOR**
Forwarded to Town Accountant and Town Treasurer
- Wed, November 24, 2020 **BUDGETS AND ARTICLES SUBMITTED** To Board of Selectmen
and Advisory Committee **(Town Administrator)**
- Thur, February 11, 2021 **CALL the CAUCUS - sign Public Notice**
(Board of Selectmen)
- Wed, February 17, 2021 **LAST day to HOLD ALL HEARINGS related to ALL ARTICLES**
On ATM WARRANT (Planning Board)
- Thur, February 25, 2021 **LAST day to have FINAL (no changes) ARTICLES to**
Board of Selectmen and Advisory Committee
&
FINAL BALLOT QUESTIONS to Town Clerk
- Thur, February 25, 2021 **POST Public Notice of Caucus (at least 7 days before caucus)**
(Board of Selectmen)
- Mon, March 8, 2021 **CAUCUS (at least 38 days before ATM/no later than March 26, 2021)**
7:30 PM **(Town Clerk)**
- Thur, March 11, 2021 **LAST day to FILE CAUCUS NOMINATION CERTIFICATES**
2:30 pm **OR NOMINATION PAPERS**
(Within 72 hours after caucus and at least 35 days before Town
Meeting) **(Town Clerk)**
- Thur, March 11, 2021 **WARRANT TO BE REVIEWED WITH TOWN COUNSEL**
(Board of Selectmen's meeting)
- Mon, March 15, 2021 **LAST day to FILE OBJECTIONS OR WITHDRAWAL**
2:30 p.m. (Within 48 hours after caucus nomination certificate filing deadline
and at least 33 days before Town Meeting) **(Town Clerk)**
- Wed, March 17, 2021 **LAST day to FILL VACANCY** caused by withdrawal (within 48
hours after withdrawal deadline and at least 31 days before Town
Meeting.

Revision Date: 11-25-20

****Moderator, Town Clerk, Board of Selectmen chairman meet week before the ballot goes to printer.)
(Town Clerk)**

- Wed, March 17, 2021 **LAST day to FILE CITIZEN'S PETITION**
For certification of signatures by the Town Clerk's office.
(Town Clerk)
- Thur, March 25, 2021 **WARRANT TO BE CLOSED AND SIGNED**
(Board of Selectmen's meeting prior to the warrant going to Printer)
- Fri, March 26, 2021 **WARRANT to PRINTER or NEWSPAPER for insertion** (21 days before
ATM/by April 12th, 2021)**(Board of Selectmen)**
&
CONSTABLE TO POST 5 COPIES (must happen 14 days before ATM
before April 19th)
- Mon, March 29, 2021 **BALLOT to the PRINTER** (at least 35 before the Election)
(Town Clerk)
- Monday, April 5th, 2021 **Solicitation for slides for ATM presentations to Board of Selectmen (Town**
Secretary)
- Monday, April 12th, 2021 **LAST DAY TO REGISTER VOTERS** for town meeting and election.
9:00 a.m.-5:00 p.m. (20 days before ATM) **(Town Clerk)**
- Mon, April 19, 2021 **FINAL** Slides Submitted to Town Moderator and Town Secretary
- Mon, April 26th, 2021 Approval of ATM Slides **(Town Moderator)**
- Mon, May 3, 2021 **ANNUAL TOWN MEETING**
- Mon, May 10, 2021 **ANNUAL TOWN ELECTION**