

2020 Annual Town Meeting Timeline

Endorsed by SB: 06/05/2019

Updated:

Date	Time	Activity
Wed, Jun 5	6pm	SB schedules 2020 ATM; endorses timeline
Thurs, Oct 3, 10		Advertise dates for citizen article submittals
Oct 3 - Nov 18		Warrant open for citizen article submittals
Wed, Oct 16	6pm	SB review of preliminary proposed departmental/Town warrant articles
Wed, Oct 16	2pm - 4pm	Town Counsel available for citizen warrant article consultation
Thurs, Oct 17	9am - 11am	Town Counsel available for citizen warrant article consultation
Wed, Nov 20	6pm	SB continued preliminary review of Town-sponsored warrant articles; review of submitted citizen articles
Mon, Nov 18	4pm	ATM warrant closes to citizen submittals
mid-Nov - mid-Jan by Mon, Nov 25		Preparation/review of Town-sponsored warrant articles by Town Counsel/Town Admin/Depts Zoning articles transmitted to Planning; all citizen articles rec'd forwarded to Town Counsel
Wed, Dec 4	6pm	Town Admin presentation of FY 21 General Fund Budget Recommendations - TENTATIVE
Wed, Dec 11	6pm	Continued SB review of warrant articles
Wed, Dec 11	6pm	CapCom - SB - FinCom update of FY 21 capital project recs - TENTATIVE
Thurs, Dec 12	4pm	FinCom public hrg on citizen warrant articles (incl CPC); Town Counsel present
Wed, Dec 18	6pm	SB continued review of Town-sponsored warrant articles
Jan - Feb	TBA	Planning Board hearing re zoning articles; FinCom review of budgets/warrant articles
Wed, Jan 8	6pm	SB continued review of Town-sponsored warrant articles; budget public hearing
Mon, Jan 13	4pm	FinCom review & discussion re ATM warrant articles (poss adoption of some motions); review of GF budget recs
Wed, Jan 15	6pm	SB continued review of Town-sponsored warrant articles/CapCom pres. of FY 21 recs - TENTATIVE
Wed, Jan 22	6pm	SB adopts warrant with any ballot questions
Fri, Jan 24	4pm	Transmittal of warrant to FinCom, I&M; FinCom public hrg notice sent to newspaper
Thurs, Jan 23		Warrant & FinCom public hrg notice published in newspaper***
Thurs, Jan 23	4pm	FinCom review of warrant articles
Mon, Feb 3	4pm	FinCom public hrg on warrant articles
Feb 3 - Mar 2		FinCom reviews warrant articles - schedule TBD
Wed, Feb 5	6pm	Joint SB - CapCom - FinCom review of FY 21 capital project potential FC Motions
Tues, Feb 18		Planning Board motions submitted to Town Administration & FinCom
Tues, Mar 3	4pm	FinCom adopts motions to articles
Wed, Mar 4	6pm	SB review/adoption of recs/comments to warrant articles
Fri, Mar 6		Warrant with motions sent to printer (2 weeks minimum needed to print & mail)
TBD		Voter Registration - TBD
Thurs, Mar 20		Warrant with motions mailed out to voters*

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Wed, Apr 1	1pm	FinCom reviews Technical Amendments
Wed, Apr 1	2pm	pre-ATM conference with Moderator
Sat, Apr 4	9am - 5pm	2020 ATM
6-Apr	6pm	2020 ATM continued -- if needed
Tues, April 14	7 am - 8 pm	Annual Town Election
*by Charter, the warrant with motions must be mailed out to voters 7 days prior to the ATM/due to mail issues in the past, allowing for 2 weeks usually gets the warrants to the voters in time		
**Although warrant not required to be published in newspaper, it will be for a reduced rate		
<i>Holidays/Vacations:</i>		
Mon, Oct 14, 2019 - Columbus Day		
Thurs, Nov 28, 2019 - Thanksgiving		
Wed, Dec 25, 2019 -- Christmas Holiday		
Wed, Jan 1, 2020 - New Year's Day Holiday		
Mon, Jan 20, 2020 - MLK Day		
Mon, Feb 17, 2020 - Presidents Day		
Week of Feb 24, 2020 - NPS Vacation week		
Wed, Apr 8, 2020 - Passover Starts		
Sun, Apr 12, 2020 - Easter		
Mon, Apr 20, 2020 - Patriot's Day		
Week of Apr 20, 2020 - NPS Vacation Week		
NOTES:		
Will have separate schedules for Public Outreach; FY 21 Budget; FinCom meetings for Budget & ATM articles		
E-VOTING: confirm for 2020 ATM Demo?		

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Town Admin preparing additional guidance document for citizen article sponsors		
<i>AFTER ATM:</i>		
TBD		TM review Follow-up actions with SB
TBD		Joint SB - CapCom - FinCom - Moderator meeting to discuss outcome/sugg improvements