

**CALENDAR OF EVENTS LEADING UP TO TOWN MEETING
MARCH 16, 2024**

- Monday, November 13, 2023** First day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the 2024 Town Meeting. RSA 675:4 (120 days prior to town meeting).
- Wednesday, December 13, 2023** Last day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the 2024 Town Meeting. RSA 675:4 (90 days prior to town meeting).
- Thursday, January 11, 2024** Last day to post and publish notice for first hearing on proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second hearing is anticipated. RSA 675:3; 675:7 (10 clear days before January 22).
- Friday, January 12, 2024** Last day for governing body to extend polling hours at 3/12/23 elections. (RSA 659:4-a, IV-extension of polling hours may not go into effect sooner than 60 days after its adoption).
- Friday, January 12, 2024** Last day for voters to present application to select board to call special town meeting prior to 2024 annual meeting. Number of petitioners required depends on size of town. RSA 39:3 (60 days before town meeting.)
- Friday, January 12, 2024** Reports due by all town officers and committees.
- Monday, January 22, 2024** Last day to hold first public hearing on proposed adoption or amendment of zoning ordinance, historic district ordinance or building code if a second hearing is anticipated. (RSA 675:3 - 14 days prior to last date to hold public hearing on zoning/building/historic district ordinance amendment/adoption on February 5).
- Monday, January 22-24, 2024** Audit.
- Tuesday, January 23, 2024** Supervisors must hold session for correction of the checklist from 7 to 7:30pm. Change in party registrations may be accepted. (RSA 669:5 – session for checklist correction must be held on day immediately prior to filing period for candidates on January 24).
- Wednesday, January 24, 2024** First day for candidates to file declarations of candidacy with Town Clerk for town offices. RSA 669:19; 652:20 (seventh Wednesday before town meeting).
- Thursday, January 25, 2024** Last day to post and publish notice of final planning board public hearing on proposed adoption or amendment to zoning ordinance, historic district ordinance or building code. RSA 675:3; 675:7 (10 clear days before February 5).
- Monday, January 29, 2024** Preliminary budgets from Department Heads must be submitted to the Board of Selectmen by this date.

- Friday, February 2, 2024** Last day for filing declarations of candidacy for town offices. Town Clerk's office will be open from 3 to 5pm. RSA 669:19; 652:20 (the Friday next following the first day for candidates to file declarations of candidacy on January 24).
- Saturday, February 3, 2024** Advisory Budget Committee meets on 2024 proposed budget.
- Monday, February 5, 2024** Last day for Planning Board to hold final public hearing on adoption or amendment of zoning ordinance, historic district ordinance or building code. Planning Board must also determine final form. RSA 675:3 (one day before deadline for delivery of final zoning/building/historic ordinance ballot proposals to town clerk on February 6).
- Tuesday, February 6, 2024** Last day for 25 or more voters or 2% of the total, whichever is less, but no fewer than 10 of the total registered voters to petition Select Board to include an article in the warrant. (RSA 39:3 - fifth Tuesday before town meeting).
- Tuesday, February 6, 2024** Last day for official copy of final proposal to adopt or amend zoning ordinance, historic district ordinance or building code to be placed on file at the town clerk's office. RSA 675:3 (fifth Tuesday before town meeting).
- Thursday, February 7, 2024** Last day to post notice & newspaper listing of public hearing on proposed budget and warrant articles. (Must be 7 days before hearing RSA 32:5, I).
- Thursday, February 15, 2024** Public hearing on annual budget. RSA 32:5, I & V (25 days before town meeting).
- Monday, February 26, 2024** Last day for Selectmen to post warrant & budget for annual meeting. (RSA 39:5; 31:95; 669:2 – 14 days before town meeting).
- Saturday, March 2, 2024** Supervisors to hold session for correction of checklist for no fewer than 30 minutes. (RSA 659:12. 654:27-:28; 669:5).
- Saturday, March 2, 2024** Last day for Town Clerk to accept voter registration applications for town meeting day. Voters may register on Election Day. (RSA 654:8; 654:27; 669:5, deadline for town clerk to accept voter registration is the same day as the date for the last checklist session correction – the Saturday no less than 6 and no more than 13 days before town meeting).
- Saturday, March 2, 2024** Reports of transfer, reports of death and removal of names are acted upon by the supervisors of the checklist. (RSA 654:27; 654:36-37; 654:44).
- Tuesday, March 5, 2024** Annual report with budget must be available by today, RSA 31:95;41:14 (at least 7 days before town meeting).
- Tuesday, March 5, 2024** Last day to submit zoning ordinance protest petition to require 2/3 vote at Town Meeting. (RSA 675:5 – at least 7 days before town meeting).

Friday, March 8, 2024	Last day to post final corrected checklist (by midnight) for Town Election and file two copies with the Town Clerk. (RSA 654:28-:29 – First Friday following checklist correction session on March 4).
Tuesday, March 12, 2024	Last day for Town Clerk to accept completed absentee ballots filed in person. Town Clerk or designee will be available between 3-5pm. No absentee ballots may be accepted after 5pm. (RSA: 669:29, 657:22, 652:20).
Tuesday, March 12, 2024	Town Meeting/Elections. Polls open 11am-7pm. Voters may register at the polls on Election Day. (RSA 39:1; 669:1; 654:7-a; 41:36).
Friday, March 15, 2024	Last day for any person for whom a vote was cast to apply to Town Clerk for a recount (to be conducted not earlier than 5 nor later than 10 days after receipt of the application). Town Clerk will be available 3-5pm and must provide at least 3 days' notice of recount date to candidates for that office. (RSA 669:30-31; 652:20 – Friday next following town meeting/election). Provided, however, if the total number of affidavit ballots submitted for the election would, if counted in favor of any candidates, alter the outcome of the election, the deadline for filing recount requests shall be extended until Tuesday, March 19, 2024 (RSA 660:1-a).
Saturday, March 16, 2024	Town Meeting – 10:00am.
Tuesday, March 19, 2024	Last day for 10 voters of a town to petition clerk to recount ballots on any question printed on official ballot. (RSA 40:4-c – last day to seek recount is 7 days from date of town meeting).
Friday, March 22, 2024	Town Clerk to forward to Select Board and Treasurer certified copy of any vote to transfer surplus to capital reserve funds within 10 days of such vote. Surplus must be transferred by treasurer to trustee of trust funds immediately after receipt of order of select board. (RSA 35:11).
Monday, April 15, 2024	Last day for property owners to file inventory forms. (RSA 74; 7; 74:10).

THIS CALENDAR IS FOR INFORMATIONAL PURPOSES ONLY. PLEASE REFER TO THE OFFICIAL CALENDAR IN THE SELECT BOARD'S OFFICE FOR LAST DAYS FOR POSTING ETC. IF THERE ARE ANY DISCREPANCIES, THE OFFICIAL CALENDAR IN THE SELECT BOARD'S OFFICE WILL GOVERN.