

Annual Town Meeting & Budget Planning Calendar

FY 26

9/03/24

Date	Milestone	Comment
August 19 th	Community Preservation Committee Forms Distributed	CPC and CapCom use joint application and shared deadline
August 19 th	Capital Planning Forms Distributed	CPC and CapCom use joint application and shared deadline
September 27 th (Fri)	Community Preservation Committee Application Deadline	Submitted to ATA and Finance Director
September 27 th (Fri)	Capital Planning Application Deadline	Submitted to ATA and Finance Director
October	Capital Planning and CPC Review Sessions Begin	Review during Oct/Nov/Dec/Jan
October 28 th (Mon)	Operating Budgets Finance Committee's Spending Guideline & Forms Distributed	
November 15 th (Fri)	Operating Budget Submission Deadline	Submitted to Finance Director
December 7 th (Sat)	State of the Town	Lincoln School Learning Commons
December 17 th	1 st Joint Budget Workshop 7pm-10pm	Zoom
January 6 th (Mon)	Select Board Vote to Open the Warrant	Invitation for Articles
January 9 th (Thu)	Community Preservation Committee & Capital Planning Committee Finalize Recommendations	
TBD	2 nd Joint Budget Workshop	Donaldson Room
January 20 th (Mon)	Select Board Vote to Close Warrant	Deadline for Articles
February 3 rd (Mon)	Annual Report Deadline	Submitted to BOS
February 7 th (Fri)	Annual Report sent to Printer	King Printing
Mid-February	Finance Committee/Selectmen/School Committee Finalize Budgets and Any Potential Override Budget Alternatives	
February 11 th (Tues)	Finance Committee Report Submitted to Finance Director for Review	
February 14 th (Fri)	Deadline for Select Board to Place Questions on Ballot	35 days min prior to Election per c.54 s. 42C
February 24 th (Mon)	Selects sign Warrant	
Late-February TBD	Finance Committee's Annual Budget Hearing	Donaldson Room
February 25 th (Tues)	Warrant & Finance Committee Report to Printer	Allows 10 days printing & 2 days stuffing
March 20 th (Thurs)	Town Meeting Warrant & Finance Committee Report Mailed	1 Wk Min Prior to ATM per Bylaw-March 29 th
March 26 th (Wed)	Moderator's Meeting	Donaldson Room
March 29 th (Sat)	Annual Town Meeting	Lincoln School Aud.
March 31 st (Mon)	Annual Town Election – 7:30am -8pm	Lincoln School Gym
April 1 st (Tues)	2 nd Town Meeting Session – Financial Articles	Auditorium