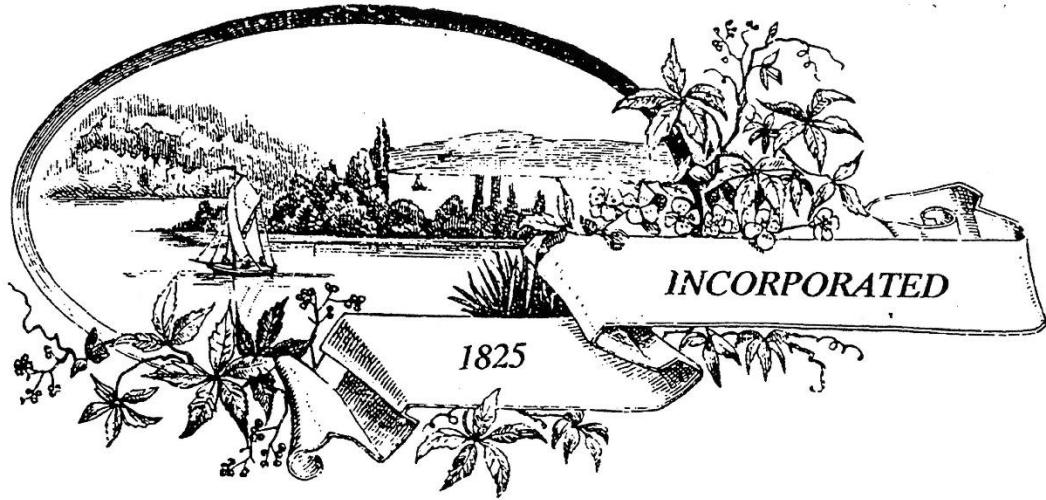


TOWN OF FRANKLIN, MAINE

FRANKLIN



Budget Committee By-Laws

Of The

TOWN OF

FRANKLIN, MAINE

TOWN OF FRANKLIN, MAINE

Original By-Laws Accepted

February 24, 2016

Last Amendment (Format Change Only)

August 1, 2020

Attest and Certified By: _____

Deborah T Lurvey
Town Clerk, Franklin, Maine

Date: _____

Pages: _____

TOWN OF FRANKLIN, MAINE**Budget Committee By-Laws****Purpose**

The Budget Committee of the Town of Franklin has been established for the purpose of determining the financial status of the town, to review the budget proposals presented to it by the Board of Selectmen and to make recommendations to the Annual Town Meeting and Special Town Meetings regarding all warrant articles which have a financial impact. Approved Budget Committee recommendations shall be printed in the Annual Town Meeting Warrant and Special Town Meeting Warrants after each warrant article to which said recommendation pertains.

Organization

- 1) All elected officials of the Town shall serve on the Budget Committee; Board of Selectmen, Assessors, Town Clerk, Fire Chief, School Board Member, Community Center Trustee (one (1) appointed by the Trustees from their membership).
- 2) The Board of Selectmen of the Town shall annually, in the month of April, appoint six (6) at-large members from residents of the Town to serve on the Budget Committee.
- 3) At-Large Members of the Budget Committee may resign their position in writing to the Board of Selectmen who will then fill the vacancy by appointment for the remainder of the term.
- 4) The first meeting of the Budget Committee shall take place no later than July annually and shall be called by the Town Clerk who will notify the members of the committee in writing and post a notice of the meeting at the Town Office.
- 5) At the first meeting annually, the committee shall select from its membership, by nomination and vote of the committee, a chairperson, assistant chairperson, and recording secretary.
- 6) The chairperson shall preside at all meetings of the committee, except in the absence of the chairperson, the assistant chairperson shall preside.
- 7) The recording secretary shall keep an accurate record of the decisions and actions taken by the committee and make the meeting minutes available to the town by posting them at the Town Office.

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- 8) All meetings of the Budget Committee shall be open to the public in accordance with the State of Maine Freedom of Access Law, and shall be posted at the Town Office.
- 9) Nine (9) members of the committee shall constitute a quorum for the conducting of business. In the absence of a quorum, an informational meeting may be held but no action may be taken.

Responsibility

The Budget Committee shall hold meetings as necessary to hear presentations from representatives of the Town and outside bodies regarding their proposed annual budget.

The Budget Committee shall, by majority vote of the committee members present and voting, make recommendations regarding each warrant article having a financial impact whether at the Annual Town Meeting or a Special Town Meeting.

The Budget Committee shall review the long-range capital improvement plan for the Town and its annual fiscal impact.

The Budget Committee shall meet as necessary, but not less than quarterly, to review the fiscal status as it relates to income and expenditures.

The Budget Committee shall annually review the report of the auditor and make recommendations to the Board of Selectmen for meeting the needs identified by the auditor.

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Appendix – Warrant Articles

Budget Committee Meeting – February 24, 2016

Motioned to accept the By-Laws as written. Motion Passed.

Budget Committee E-Mail Agree – August 1, 2020

Format Changes Only
