

Budget Validation Referendum Timeline - 2009

Wednesday March 25	Special Council Meeting - School and Town Budget Presentations. Order to adopt an election date. If May 5 is adopted by the Council, proceed with this timeline. If June 9, is adopted then the second BVR timeline should be used.
On or before: Monday April 13	Prior to the April 13 Town Council meeting, the School Board meets to approve the proposed school budget and sign the Notice of Amounts Adopted [20-A M.R.S.A. § 1486 (2)]. It is recommended that the notice be provided in advance of the April 27 meeting due to the details required in the drafting of the warrant and order and due to the need to provide information to the public well in advance of the required deadlines.
Monday April 13	Town Council signs the validation referendum warrant and schedules the statutory “budget meeting”. Notice of the “budget meeting” where the budget will be adopted by the Council should be given. The Council should also schedule the public hearing as required by Section 502.4 of the Charter on the same date. Although the Town Council’s final decision on the budget will be on April 27 the Town Council should be confident that they will vote affirmatively on a budget as presented at this meeting due to the details required in the drafting of the warrant, ballots, and order. This is a matter of convenience for voters so that they have information well in advance of the deadline.
Tuesday April 14	Notice of Public Hearing and “Budget Meeting” distributed by the Town Clerk [Town Charter 502.4]. The Town should start the process to print ballots. Referendum warrants posted by town resident or constable. Referendum warrants must be posted at least 7 days prior to date of referendum. <u>See</u> , 20-A MRSA §§ 1486(3) and 1502(1) and 21-A MRSA § 621-A.
On or before: April 20	At least 7 days before the budget meeting the school committee shall make available to the legislative body responsible for final budget approval and residents of the school unit a detailed budget document [20-A M.R.S.A. § 1482(2)].
Monday April 27	Public hearing in accordance with Town Charter 502.4. Orders will be voted by the Town Council approving the budget as required by the statutory BVR process and as required by the Town Charter 502.4. After the Council meeting the Notice of Amounts Adopted at the Town Council Meeting should be completed by the Superintendent of Schools and delivered by the Superintendent to the Town Clerk for posting at the polling place to assist voters [20-A M.R.S.A. § 1486-A (2)]. Absentee ballots must be made available no later than the day after the date of the council meeting where the budget is approved [20-A M.R.S.A. § 1486 (3) (C)]. (All absentee ballot envelopes received before the conclusion of the council meeting where the budget is approved or after the close of the polls on the day of the referendum must be marked “rejected” by the Town Clerk and will not be counted.)
Tuesday May 5	Referendum will be held at the Falmouth High School
	* If the Budget does not pass repeat process with June 9 election date – must start process at least 10 days after the referendum [20-A M.R.S.A. § 1486 (4)]