

TOWN OF EXETER
STATUTORY TIME LINE FOR SPECIAL TOWN MEETING
FIRST SESSION JULY 11, 2023 SECOND SESSION AUGUST 15, 2023

- May 15 Selectmen vote to petition the superior court for permission to hold special town meeting on July 11, 2023 (First Session) and August 15, 2023 (Second Session)
- May 16 Notice of the selectmen's vote taken on May 15 must be posted today at the selectmen's office and at least 2 public places in town and published in the next available edition of the local paper. RSA 31:5, IV. **(w/i 24 hours)**
- May 26 First day that petition may be filed with superior court. RSA 31:5, IV; RSA 52:4, II. A copy of the petition and warrant articles must also be sent to the Commissioner of DRA by certified mail. **(10 days after posting notice)**
- June 13 Last day to post a copy of the current checklist at the town clerk's office or town hall, with notice of the day, hour and place of the upcoming session to correct the checklist. RSA 654:26.
- June 19 Last day to give notice of the public hearing to be held June 26 on the proposed bond. RSA 32:5, I, RSA 33:8-a, I. **NOTE:** If you hold the public hearing earlier, you must publish notice of the hearing **at least 7 days prior to the hearing.**
- June 24 Last day to publish newspaper notice of the day, hour and place of the session to correct the checklist. RSA 654:27. **(7 days)**
- June 26 Suggested day to hold a public hearing on the proposed warrant article. RSA 32:5, I. **(15-60 days before the second session)**
- June 26 Last day to post the warrant and a certified copy of the budget at the place of the meeting and at least one other public place in town. RSA 39:5; RSA 32:5, VII. **(14 clear days)**
- July 1 Recommend date for session to correct the checklist is held, at a minimum for 30 minutes or for longer hours if the supervisors so choose. RSA 654:27; RSA 654:28.**(6-10 days before meeting)**
- July 3 Last day to publish the warrant in local newspaper. RSA 39:4. (The full text of the warrant must be published in a local newspaper **within one week** of posting the warrant and budget.)

- July 7 Additions/corrections to the previously posted checklist must be added to the checklist, or a new checklist prepared and posted, by midnight tonight. RSA 654:28. **(midnight Friday before meeting)**
- July 11 First Session of Special Town Meeting
- July 18 Last day to post a copy of the current checklist at the town clerk's office or town hall, with notice of the day, hour and place of the upcoming session to correct the checklist. RSA 654:26.
- July 29 Last day to publish newspaper notice of the day, hour and place of the session to correct the checklist. RSA 654:27.
- August 5 Recommended date for session to correct the checklist is held, at a minimum for 30 minutes or for longer hours if the supervisors so choose. RSA 654:27; RSA 654:28.**(6-10 days before meeting)**
- August 11 Additions/corrections to the previously posted checklist must be added to the checklist, or a new checklist prepared and posted, by midnight tonight. RSA 654:28. **(midnight Friday before meeting)**
- August 15 Second Session of Special Town Meeting RSA 40:13, XVI **(28-60 days after first session)**

NOTE: In addition to the above, within 24 hours of the Court scheduling a date for its hearing, RSA 31:5, IV requires that the selectmen post a notice of that hearing at the selectmen's office, in 2 other public places, and publish a notice in the next available edition of the local paper.