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**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
SELECTBOARD**

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## ***Charter for the 2020 BudCom Study Committee***

The March 2020 annual town meeting approved the following petition warrant article:

*To instruct the selectboard to convene a study committee on the issue of a budget committee. The committee shall consist of a selectboard member, school board member, finance committee member and members of the public. To report findings by October 1, 2020.*

Consistent with the above, the Brookline Selectboard has established the 2020 BudCom Study Committee. The committee's charter will end no later than the conclusion of the 2021 town meeting. All meetings will be noticed and minutes taken consistent with RSA 91-A and any existing emergency orders pertaining to Executive Order 2020-04.

### **Organization**

The BudCom Study Committee will consist of five voting members:

- One Brookline Selectboard member (appointed by the selectboard)
- One Brookline School Board member (appointed by the school board)
- One Brookline Finance Committee member (appointed by the finance committee)
- Two at-large residents (appointed by the selectboard)

At its first meeting, the committee will elect a chair, vice-chair and secretary. Approved minutes will be provided to the Town Administrator for posting to the town website. Representatives from each board/committee shall regularly report to their respective groups on the committee's progress.

### **Timeline**

The general timeline of the committee's work is as follows:

#### *April:*

- Hold organizational meeting
- Review draft charter, identify any recommended changes for selectboard approval/finalization at its May 4<sup>th</sup> meeting
- Identify areas of research needed (RSAs, pros/cons, prevalence, details on transitioning from finance committee to budcom, other)

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- Develop plan for committee's work; assign tasks to committee members
- Determine schedule for future meetings

*May/June:*

- Discuss/review completed research; continue with other research
- Solicit input from residents
- Update respective boards/committee on progress; solicit input for committee's work

*July/August:*

- Complete research
- Attend August school board and selectboard meetings and provide preliminary findings for discussion
- Begin drafting report

*September:*

- Finalize report with recommendations by October 1<sup>st</sup>

*October through February:*

- Provide assistance to selectboard and school board if/as needed in advance of town elections

Committee charter adopted on April 6, 2020.

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Brendan Denehy

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Eddie Arnold

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Ron Olsen

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Drew Kellner

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Dana Ketchen