

## FALL Special Town Meeting 2016 Timeline

<b>Tuesday, July 26, 2016</b>	<b>The Board of Selectmen vote to hold a Special Town Meeting (STM) on Monday, October 03, 2016 respectively at 7:00PM at the Fowler School Auditorium</b>
<b>Wednesday, July 27, 2016</b>	<b>Board of Selectmen (Town Administrator) gives notice to all Town Agencies, Town Officers and Chairpersons of Multiple Member Committees</b> <i>Deadline imposed by the Town Administrator (Charter is silent on this notification for STM)</i>
<b>Thursday, August 4, 2016</b>	<b>Board of Selectmen publishes notice of the calling of Special Town Meeting</b> <i>Maynard Town Charter, Section 2-5: BOS to publish notice at least 45 days prior to STM (August 19th is Beacon deadline)</i>
<b>Monday, August 29, 2016</b>	<b>FinCom recommendations, comments and reports due for STM</b> <i>Must be done before BOS approves STM Warrant</i>
<b>Tuesday, September 6, 2016</b>	<b>Board of Selectmen vote to approve STM Warrant</b> <i>Last meeting before Beacon-Villager publishing deadline</i>
<b>Monday, September 12, 2016</b>	<b>STM Warrant to be printed (2000 copies)</b> <i>Printing deadline (earliest time available after printing of STM)</i>
<b>Thursday, September 15, 2016</b>	<b>STM Warrant published in Beacon-Villager</b> <i>Town of Maynard By-Laws, Chapter 1, Section 1: The Warrant for the Annual Town Meeting, and any and all Special Town Meetings, shall be printed in a local publication or delivered to each household, at the discretion of the Board of Selectmen, and made available at the Town Building and Post Office at least 14 days prior to the meeting. The Warrant shall state the time and place at which the meeting is to convene and, by separate articles, the subject matter to be acted upon.</i>
<b>Friday, September 23, 2016</b>	<b>Post Meeting Notice of STM</b> <i>Town of Maynard By-Laws, Section 1A: Town Meeting shall be notified by posting an attested copy of the warrant calling the same, one at the Post Office, and at each of the ten (10) other public places in Town, seven (7) days at least before the day appointed for said meeting</i>
<b>Monday, October 03, 2016</b>	<b>Special Town Meeting</b>