

Town of Thetford Budget Committee Charter

APPROVED
August 2012

The Budget Committee reviews and analyzes the town's departmental budgets; makes recommendations to the Selectboard regarding spending priorities and policies; monitors departmental expenditures and financial management practices to ensure the most effective use of town tax and other funds for the benefit of the residents of Thetford; identifies areas of financial resource and management concern for consideration by the Selectboard; and undertakes special financial research and analysis projects at the request of the Selectboard.

Budget Committee members attend all meetings of the Selectboard relevant to the development and evaluation of the town budget. Annually in conjunction with the fiscal year of the town, the Budget Committee performs the following functions:

March

- Receive list of research projects following Selectboard's annual retreat
- Discuss with Selectboard and agree upon schedule of research projects

June

- Present findings of research projects

September

- Attend open meeting Q&A sessions about the following year's budget

October

- Review departmental budgets
- Attend budget meetings with departments

November

- Attend budget discussions at Selectboard meetings

December

- Review 1st draft of budgets

January

- Provide Selectboard feedback on initial Budget Report
- Review final Budget Report

February

- Assist with reviews of any last minute Budget Report changes
- Provide feedback on any warned articles at the Selectboard's request