

The Town of Allenstown adopted the provisions of RSA 31:14 creating the Allenstown Municipal Budget Committee. This committee is a legislative committee of the town meeting. The committee is composed of twelve elected members of the community who are elected on a staggered basis for three year terms. The committee may appoint members to fill openings not filled by election or for vacancies that occur during the year. In addition to the twelve members the Board of Selectmen appoints a member of the Board to serve on the budget committee and the School Board does the same.

Duties and Authority of the Budget Committee. – the budget committee shall have the following duties and responsibilities:

I. To prepare the budget as provided in RSA 32:5 for submission to each annual or special meeting of the voters of the municipality and the budgets for the school district unless the warrant for such meeting does not propose any appropriation.

II. To confer with the governing body or bodies and with other officers, department heads and other officials, relative to estimated costs, revenues anticipated, and services performed to the extent deemed necessary by the budget committee. It shall be the duty of all such officers and other persons to furnish such pertinent information to the budget committee.

III. To conduct the public hearings required under RSA 32:5, I.

IV. To forward copies of the final budgets to the clerk or clerks, as required by RSA 32:5, VI, and, in addition, to deliver 2 copies of such budgets and recommendations upon special warrant articles to the respective governing body or bodies at least 20 days before the date set for the annual or special meeting, to be posted with the warrant.

The state statutes that apply to the Municipal Budget Act can be found in **RSA 32**
<http://www.gencourt.state.nh.us/rsa/html/III/32/32-mrg.htm>

The budget committee reviews the expenditures & revenues of the town and the school during the budget year to ensure compliance with the law. The workload of the committee is heavy during the starting in late August through January as part of the annual budget cycle. During the remainder of the year the committee meets sporadically as needed.