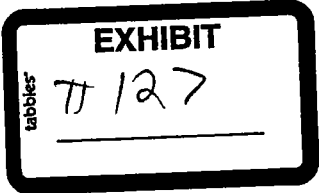


**TOWN OF IPSWICH
MASSACHUSETTS**

GENERAL BY-LAWS OF THE TOWN OF IPSWICH

UPDATED AS OF MAY 20, 2008



CHAPTER V

FINANCE COMMITTEE

Section 1. Membership and Organization

- (a) A Finance Committee of nine members shall be appointed at the Annual Town Meeting: three by the Moderator for one year, two years, and three years, respectively; three in similar fashion by the Selectmen, and three in similar fashion by the voters; and thereafter, one annually by the Moderator, one by the Selectmen, and one by the voters, each for three years, at the Annual Town Meeting. The Town Accountant shall *ex officio* be a nonvoting member of the Committee. The terms of the members of the Committee shall expire at the close of the Annual Town Meeting at which their successors are appointed. After the conclusion of the Annual Town Meeting, the Committee shall organize by choosing a chairman and a secretary, and shall cause a true record of its proceedings to be kept.
(1937: c. IV, s. 1)
- (b) Whenever a vacancy occurs in the committee by resignation, failure to qualify, or otherwise, the same shall be filled by the Committee. If the Committee so votes, a member who absents himself from four consecutive meetings may be deemed to have resigned. The term of any person appointed to fill a vacancy shall expire at the close of the next Annual Town Meeting, and the vacancy shall then be filled by the exercise of the appointive power under which the original appointment was made.
(1937, c. IV, s. 2, amended 1973)
- (c) No person holding an elective town office shall be eligible to serve on the Finance Committee.
(1937, c. IV, s. 2, amended 1973)

Section 2. Consideration of Budgets

- (a) It shall be the duty of the Finance Committee to investigate cost, maintenance, and expenditure of the different departments of the town service. It shall be the duty of the Board of Selectmen and the School Committee to lay before the Finance Committee, no later than 65 days prior to the Annual Town Meeting, their budgets and projected expenses for the Town for the year, together with their recommendations for appropriations necessary to provide for the operation of the town government during the year. It shall be the duty of the Electric Commissioners to lay before the Finance Committee, no later than 65 days prior to the beginning of the fiscal year, their projection of income and expenses for the Electric Department for the year, together with their proposed appropriations for the operation, if applicable, of the Electric Department during the year. It shall also be the duty of the Electric Commissioners to consult with the Finance Committee before making changes in ownership contracts relating to generating facilities outside the Town of Ipswich.
(Amended by vote of the Town Meeting, October 23, 1985; approved by the Attorney General December 9, 1985: amended October 15, 2007.)
- (b) The Finance Committee shall hold at least one public hearing on the said budgets before the Annual Town Meeting, and shall give a reasonable public notice thereof.

General By-Laws

(1937: c. IV, s. 3, amended 1973)

Section 3. Consideration of Town Meeting Warrant Articles

- (a) All articles in any warrant for a town meeting, except articles providing for election of town officers, shall be referred to the Finance Committee for consideration. After drawing any such warrant, the Selectmen shall immediately transmit a copy thereof to each member of the said Committee.
- (b) Before the Annual Town Meeting the Committee shall hold a public hearing upon all such articles in the warrant for the meeting. A notice of the hearing shall be published not less than three days before the time of the hearing.
- (c) The Finance Committee may hold a public hearing on any or all articles in the warrant for a Special Town meeting. Notice of the hearing shall be published not less than three days before the time of the hearing.
- (d) After due consideration of the subject matter of such articles in any warrant, the Finance Committee shall report thereon to the town meeting, in writing, such recommendations as it deems best for the interests of the Town.

(1963: c. IV, added Section A, added by vote of Town Meeting March 4, 1963, approved by the Attorney General June 18, 1963)

Section 4. Investigations

The Committee shall have the authority to summon any of the town officials before it for such information and investigation as it shall deem necessary, and shall have the authority to examine such books and papers held by such officials as it may consider necessary to the proper discharge of its duties.

(1937: c. IV, s. 7)

Section 5. Annual Report and Recommendations

- (a) It shall be the duty of the Committee to make an annual report to the Selectmen to be distributed to the town, and they shall cause the matter in hand to be arranged in clear, compact form, and they shall divide it in separate propositions wherever, in their judgment, such division may be desirable. The Committee shall attach to each proposition their recommendations.
(1937: c. IV, s. 5, amended by vote of Town Meeting April 4, 2000; approved by the Attorney General September 27, 2000)
- (b) It shall be the duty of the Finance Committee to consider the expenditures in previous years and the estimated requirements for the ensuing fiscal year as set forth in the budget submitted to them by the selectmen. The Finance Committee shall add to the statement of expenditures, and estimates submitted by the Board of Selectmen, another column, giving the amounts which in its opinion should be appropriated for the ensuing fiscal year, and shall further add thereto such explanations and suggestions relating to the proposed appropriations as it may deem expedient, and report thereon.
(1963: c. IV, added Section B, adopted by vote of Town Meeting March 4, 1963; approved by the Attorney General June 18, 1963)
- (c) The report of the Finance Committee on articles in the warrant for any Annual Town Meeting shall be filed in the office of the Town Clerk not later than fifteen days before

General By-Laws

- the date scheduled for the Annual Town Meeting; and the Town Clerk, under the direction of the Town Manager, shall forthwith cause said report to be printed and a copy thereof to be distributed prior to said meeting to each registered voter in the town. (1963): c. IV, added Section B, adopted by vote of Town Meeting March 4, 1963; approved by the Attorney General June 18, 1963)
- (d) The report of the Finance Committee on articles in the warrant for any Annual Town Meeting shall be filed in the office of the Town Clerk not later than fifteen days before the date scheduled for the Annual Town Meeting; and the Town Clerk, under the direction of the Town Manager, shall forthwith cause said report to be printed and a copy thereof to be distributed prior to said meeting to each registered voter in the town. (1963: c. IV, added Section A, adopted by vote of Town Meeting March 4, 1963; approved by the Attorney General June 18, 1963; amended 1973)