

Amendment to HB 243

1 Amend the bill by replacing all after the enacting clause with the following:

2

3 1 Definitions; Budget. Amend RSA 32:3, III to read as follows:

4 III. "Budget" means a statement of recommended appropriations and anticipated revenues,
5 ***prepared according to rules adopted by the commissioner of revenue administration under***
6 ***RSA 541-A***, submitted to the legislative body by the budget committee, or the governing body if
7 there is no budget committee, as an attachment to, and as part of the warrant for, an annual or
8 special meeting.

9 2 Definitions; Sub-Account and Uniform Chart of Accounts. Amend RSA 32:3 by inserting after
10 paragraph VI the following new paragraphs:

11 VII. "Sub-account" means an optional level of accounting, one or more levels below the
12 account level. Sub-accounts may be used to budget and track expenses when several different
13 activities are funded by the same account. Sub-accounts may be created by the town or district
14 under the authority of the budget committee, or the governing body if there is no budget committee,
15 but must support the numbering classification system established in the uniform chart of accounts
16 as established by the department of revenue administration in accordance with RSA 21-J:13, IV.
17 Nothing in this chapter shall require the disclosure of any information or data restricted from
18 disclosure by any other statute.

19 VIII. "Uniform chart of accounts" means a consistent system of accounts used to categorize
20 revenues, expenditures, assets, liabilities, and equity. It identifies the account titles, descriptions,
21 and numbering classification system established by the department of revenue pursuant to RSA 21-
22 J:13, IV. It provides the framework to budget, record, and report financial data logically and provide
23 a robust basis for reporting on the results.

24 3 Budget Preparation; Public Hearing. Amend RSA 32:5, I to read as follows:

25 I. The governing body, or the budget committee if there is one, shall hold at least one public
26 hearing on each budget, not later than 25 days before each annual or special meeting, public notice
27 of which shall be given at least 7 days in advance, and after the conclusion of public testimony shall
28 finalize the budget to be submitted to the legislative body. ***If a town or district uses sub-***
29 ***accounts to budget or track financial data it shall make that data available for public***
30 ***inspection at the public hearing.*** One or more supplemental public hearings may be held at any
31 time before the annual or special meeting, subject to the 7-day notice requirement. If the first
32 hearing or any supplemental hearing is recessed to a later date or time, additional notice shall not be

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1 required for a supplemental session if the date, time, and place of the supplemental session are
2 made known at the original hearing. Public hearings on bonds and notes in excess of \$100,000 shall
3 be held in accordance with RSA 33:8-a, I. Days shall be counted in accordance with RSA 21:35.

4 4 Budget Preparation; Sub-Accounts. Amend RSA 32:5 by inserting after paragraph IX the
5 following new paragraph:

6 X. If a town or district uses sub-accounts to budget or track financial data, it shall ensure
7 the budget data at the account and sub-account levels is available for public inspection prior to and
8 at the annual or special meeting, at which the budget or any appropriation is to be considered.

9 5 Duties of Governing Body and Other Officials. Amend RSA 32:17 to read as follows:

10 32:17 Duties of Governing Body and Other Officials.

11 **I.** The governing bodies of municipalities adopting this subdivision, or of districts which are
12 wholly within towns adopting this subdivision, shall review the statements submitted to them under
13 RSA 32:4 and shall submit their own recommendations to the budget committee, together with all
14 information necessary for the preparation of the annual budget, including each purpose for which an
15 appropriation is sought and each item of anticipated revenue, **including all sub-accounts used by**
16 **the governing body**, at such time as the budget committee shall fix. In the case of a special
17 meeting calling for the appropriation of money, the governing body shall submit such information
18 not later than 5 days prior to the required public hearing. Department heads and other officers shall
19 submit their departmental statements of estimated expenditures and receipts to the budget
20 committee, if requested.

21 **II.** *The information provided to the budget committee as required by this chapter*
22 *shall be in a format acceptable to the budget committee. This requirement may be satisfied*
23 *by the municipality by providing the assistance of a knowledgeable staff person who will*
24 *attend the budget committee meetings with access to and the ability to provide the required*
25 *information.*

26 **III.** *The governing body shall incorporate any sub-accounts created by the budget*
27 *committee into the software used to budget or track financial data.*

28 6 Budget Committee; Review of Expenditures. Amend RSA 32:22 to read as follows:

29 32:22 Review of Expenditures. Upon request by the budget committee, the governing body of
30 the town or district, or the town manager or other administrative official, shall forthwith submit to
31 the budget committee a comparative statement of all appropriations and all expenditures,
32 **including all sub-accounts used by the governing body**, by them made in such **additional**
33 detail as the budget committee may require. The budget committee shall meet periodically to review
34 such statements. The provisions of this section shall not be construed to mean that the budget
35 committee, or any member of the committee, shall have any authority to dispute or challenge the
36 discretion of other officials over current town or district expenditures, except as provided in RSA
37 32:23.

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1 7 Effective Date. This act shall take effect 60 days after its passage.

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2021-1371s

AMENDED ANALYSIS

This bill requires:

I. Governing bodies to publish statements of estimated expenditures and revenues for the next fiscal year in sub-account detail.

II. Governing bodies to submit to the budget committee information necessary for the preparation of the annual budget in whatever detail the budget committee requires.