

HOOKSETT BUDGET COMMITTEE VACANCY POLICY AND PROCEDURE
Adopted (10/27/2020)

In the event of a vacancy on the Hooksett Budget Committee, the following procedure will be used to fill that vacancy:

The Chair shall direct that the vacancy shall be posted on the Town's Website at www.hooksett.org/budget-committee as well as the Town Hall Bulletin Board. The posting shall contain information regarding where the Candidates should submit their information; what documentation a Candidate should provide; deadlines for submission; as well as any interview process.

For documentation a Candidate should submit an "Application for Appointed Town Board Position" which can be found on the Town's Website or at the Town Clerk's Office.

If deemed necessary, the Budget Committee may conduct interviews. Applicants will need to be available if an interview is requested.

Any person appointed to a vacancy shall serve until the next Town election at which time the voters will determine who fills the remainder of the vacant term. A member who is appointed to fill a vacancy may run on the ballot to be elected to fill the remainder of the term.

It should be noted that the Budget Committee is not required to fill any vacancy. All vacancies shall be filled in accordance with the NH RSA 32:15.