

# Town Office Openings for 2022 Town Election:

## Positions and Descriptions

The following positions will be elected in the March 2022 town election; filing for these positions opened on Wednesday January 19, 2022 and will be open until Friday January 28, 2022. Visit the town clerk to file for office, or to see who has already filed for office. Information about incumbents, pressing issues, and minutes from meetings of these elected boards can be found on the town website.

**Board of Selectmen (one position available – 3 year term)** Responsible for “managing the prudential affairs of the town,” the Board of Selectmen acts as the executive branch of town government, while the people act as the legislative branch through town meeting (i.e. deliberative session and March balloting). The Board of Selectmen governs itself and has set policies and procedures for managing its affairs, available below with other resources.

NHMA article on BOS authority: <https://www.nhmunicipal.org/TownAndCity/Article/423>

**Tax Collector (one position available - 1 year term)** Duties and Responsibilities include issuing bills to and collecting taxes from property owners twice a year, as well as issuing and collecting Yield Taxes and Current Use Taxes, and dealing with nonpayment. A major part of this job is keeping track of taxes owed and paid over the course of the year.

**Treasurer (one position available - 1 year term)** Custodian of town funds, responsible for signing town checks, paying town bills, and monitoring town investments. See more here: <https://law.justia.com/codes/new-hampshire/2016/title-iii/chapter-41/section-41-29>

**Supervisor of the Checklist (one position available - 6 year term)** Responsible for determining if an applicant is legally qualified to vote and updating the checklist of registered voters. Updating the checklist consists of: entering newly registered voters, making name changes and corrections, making address changes and corrections, removing voters no longer eligible to vote and changing party affiliations as the law permits.

**Sawyer Kensington Trustee (one position available – 3 year term)**

Trustees of the Trust shall prepare a financial report reflecting the expenditures and funding sources for the Park on an annual basis. Trustees also monitor and manage the concession stand, requests for use of the pavilion, community outreach as well as general maintenance and upkeep of the Park.