

CHAPLIN BOARD OF FINANCE
BUDGET PUBLIC HEARING & REGULAR MEETING AGENDAS
Monday, April 11, 2016 – 7:00 PM – Chaplin Senior Center

Budget Public Hearing for FY 2016-17 Chaplin Town and Board of Education Budgets:

1. Open Public Hearing.
2. Introduction of BOF Members and Board of Education Representatives.
3. Read Public Hearing Legal Notice.
4. Ground Rules for Public Hearing.
5. Summary Statement of Budget Process.
 - Review Key Budget Policies and Assumptions
6. Presentation of Board of Education and Town Budgets; Audience Questions.
7. Announce Time and Place of Future Meetings.
8. Adjourn Public Hearing.

Board of Finance Regular Meeting (following the Budget Public Hearing):

1. Call to order by Chairperson.
2. Introduction of BOF members.
3. Seating of Alternates.
4. Audience for Citizens.
5. Additions or changes to Agenda:
6. Guests: None expected.
7. Reports.
 - a. First Selectman monthly report.
 - b. Staff reports:
 - Accountant: Review and accept monthly Financial Statements.
 - Treasurer: Monthly report.
 - Tax Collector: Review and accept monthly reports; identify questions for follow up.
 - Assessor: Monthly report on significant activities.
 - c. Board Member reports:
8. **Approval of Minutes.** Special Meeting - 03/21/2016.
9. **Correspondence.** As received.
10. **Budget Workshop.**
 - a. Town and BOE budget review and adjustment:
 - Review FY 2015-16 budget performance.
 - Review FY 2016-17 & 2017-18 budget forecasts, projected surplus/deficit, and Mill rate implications.
 - Review Town Agency budget requests; identify agency budget adjustments.
 - Review BOE budget request; consider adjustment to meet Minimum Budget Requirement.
 - b. Review CIP Plans.
 - Review CIP projects for potential closure.
 - Review FY 2017 – 2021 CIP Plan as recommended by CIP Committee.
 - c. Plan for April 18 & 21 budget workshops.
 - d. Review FY 2016-17 budget calendar & schedule.
 - e. Other budget issues for consideration.
11. **Old/New Business.**
 - a. Consider and act on changes to allocation of General Fund balances.
 - b. Approve funds transfers and budget line adjustments as needed.
12. **Agenda Suggestions for next meeting.**
 - a. Continue budget workshops.
13. **Time and place of next Regular/Special Meetings.**
 - a. Monday, April 18, 2016 – Special Meeting @ 7:00 pm (Town Hall) - Budget Workshop
 - b. Thursday, April 21, 2016 – Special Meeting @ 7:00 pm (Library) - Budget Workshop
 - c. Monday, May 9, 2016 -- Annual Town Meeting and BOF Budget Presentation @ 7:00 pm (Senior Center)
14. **Adjourn.**