

**CHAPLIN BOARD OF FINANCE
SPECIAL MEETING AGENDA
MONDAY, APRIL 21, 2014 – 7:00 P.M. – TOWN HALL**

- 1. Call to order by Chair.**
- 2. Roll Call of BOF members.**
- 3. Audience for Citizens (limited to 30 minutes).**
- 4. Additions or changes to Agenda:** None permitted.
- 5. Guests:** None.
- 6. Reports.**
 - a. Board Member reports:
 - o FY 2012-13 Annual Report: BOF Annual report must be written/approved. (Diana)
 - b. Other reports (limited to 15 minutes):
- 7. Approval of Minutes.** 04/14/2014 – Special Meeting
- 8. Correspondence.** As received.
- 9. Old Business.** None.
- 10. Budget Workshop.**
 - a. Town and BOE budget review and adjustment:
 - o Review the effects of structural deficits (with household example).
 - o FY 2014-15 & 2015-16 budget forecasts and projected surplus/deficit.
 - o Mill rate implications of Revaluation and FY 2013-14 budget performance.
 - o Select and approve option(s) for reducing projected deficits.
 - o Review Budget Requests – begin with those having large increases and/or requiring more information.
 - Identify individual budgets for examination/additional information/adjustment.
 - Approve individual agency budgets as appropriate.
 - b. Review Board of Selectmen recommended employee salary increase (Library Director).
 - c. Review FY 2015 – 2019 CIP Plan as recommended by CIP Committee.
 - d. Review/approve BOF agenda items for Annual Town Meeting agenda (two items for CIP funding).
 - e. Review BOE Non-Lapsing Carryover Fund.
 - f. Review FY 2014-15 budget calendar & schedule.
 - g. Other budget issues for consideration
- 11. New Business.**
 - a. Approve funds transfers and budget line adjustments as needed.
 - o Reduce assigned transfer from G/Fund to CIP/Fund for FY 2013-14 CIP plan (\$83,281 reduce to \$43,429).
- 12. Agenda Suggestions for next meeting.**
 - a. Continue budget workshops.
- 13. Time and place of next Regular/Special Meetings.**
 - a. Monday, April 28, 2014 – Special Meeting @ 7:00 pm (Town Hall) - Budget Workshop and approve final FY 2014-15
 - b. Monday, May 12, 2014 -- Annual Town Meeting and BOF Budget Presentation @ 7:00 pm (Senior Center)
 - c. Monday, June 9, 2014 – Regular Meeting @ 7:00 pm (Town Hall)
- 14. Adjourn.**

Submitted by:
Richard G. Weingart, Chair