

CHAPLIN BOARD OF FINANCE
SPECIAL MEETING AGENDA
THURSDAY, MAY 21, 2015 – 7:00 PM – TOWN HALL

1. Call to order by Chairperson.

2. Introduction of BOF members and Audience.

3. Audience for Citizens (limited to fifteen minutes).

4. Additions or changes to Agenda: None permitted.

5. Guests: None expected.

6. Reports.

a. Board Member reports:

- FY 2013-14 Annual Report: Diana & Sue – good job!
- FY 13-14 Audit follows up: Dick.
- Legislative report: Doug
- Other reports (limited to 15 minutes):

7. Approval of Minutes.

- a. Public Hearing: 04/13/2015; Special meeting: 04/16/2015; Special meeting: 04/27/2015

8. Correspondence.

9. Old Business:

- a. Review salary equity increase requests for Town Clerk and Administrative Assistant.
- b. Consider and act on purchase of CCM January 2015 Salary Survey (\$150.00).
- c. Monitor FY 14-15 BOE/CES budget and projected deficit.
 - Review BOE Attorney opinion re: Minimum Budget Requirement (MBR).

10. New Business.

- a. Consider and act on funds transfers and budget line additions/adjustments as requested.
- b. Consider and act on FY 2015-16 Mill Rate (contingent on budget passing); or
- c. Review options for FY 2015-16 budget revisions (if budget does not pass).
- d. Review revised BOF Agency Budget Management policy.
- e. Consider and act on proposed BOF member assignments to draft policies and procedures.
- f. Other issues for consideration.

11. Continuing Business: None.

12. Agenda Suggestions for next meeting.

- a. Approve FY 2015-16 Town Revenue budget.
- b. Review CES FY 14-15 budget deficit projections.
- c. Approve revised BOF Agency Budget Management policy.
- d. Approve revised BOE Non-Lapsing Carryover Fund Account Procedures.
- e. Standard Regular meeting agenda.

13. Time and place of next Regular/Special Meetings.

- a. Monday, June 8, 2015: Regular Meeting @ 7:00 pm (Town Hall)
- b. Monday, July 13, 2015: Regular Meeting @ 7:00 pm (Town Hall)

14. Adjourn.

Submitted by:

Richard G. Weingart, Chair