

CHAPLIN BOARD OF FINANCE
SPECIAL MEETING AGENDA
Monday, April 18, 2016 – 7:00 PM – Chaplin Town Hall

- 1. Call to order by Chairperson.**
- 2. Introduction of BOF members.**
- 3. Seating of Alternate(s).**
- 4. Audience for Citizens (limited to TEN minutes).**
- 5. Additions or changes to Agenda:** None permitted.
- 6. Guests.** None expected.
- 7. Reports.**
 - a. Board Members' reports:
 - 1) Hampton/Chaplin Ambulance Corps meeting: R. Weingart
 - 2) Town appeal of FY 15-16 Education MBR shortfall: R. Weingart
- 8. Approval of Minutes.**
 - a. 04/11/2016 – Public Hearing and Regular meeting.
- 9. Correspondence.**
- 10. Budget Workshop.**
 - a. Town and BOE budget review and adjustment:
 - 1) Review FY 2015-16 budget performance.
 - 2) Review FY 2016-17 & 2017-18 budget forecasts, projected surplus/deficit, and Mill rate implications.
 - 3) Review Town Agency budget requests; identify agency budget adjustments.
 - 4) Review BOE budget request; consider adjustment to meet Minimum Budget Requirement.
 - b. Review CIP Plan.
 - 1) Review CIP projects for potential closure.
 - 2) Review FY 2017 – 2021 CIP Plan as recommended by CIP Committee.
 - c. Approve FY 2016-17 Chaplin Budget & CIP Plan for Town Meeting.
 - d. Recommend to Town Meeting the appropriation of \$126,630 to the FY 15-16 Board of Education (CES) budget to cover the existing Minimum Budget Requirement (MBR) shortfall.
 - e. Plan for April 18 & 21 budget workshops.
 - f. Review FY 2016-17 budget calendar & schedule.
 - g. Other budget issues for consideration.
- 11. Old/New Business.**
 - a. Consider and act on changes to Assignment of General Fund Balances.
 - 1) Drop all previous Fund Balance assignments.
 - 2) Assign Fund Balance to cover projected FY 15-16 deficit.
 - 3) Commit Fund Balance of \$126,630 to cover the FY 15-16 MBR shortfall.
 - b. Approve funds transfers and budget line adjustments as needed.
 - c. Review and consider BOF action required for OPM letter re: Audit Findings Requiring Corrective Action Plan.
- 12. Agenda suggestions for next meeting.**
 - a. Budget workshop (if needed).
 - b. Town Meeting.
- 13. Time and place of next Regular/Special Meetings.**
 - a. Thu. April 21, 2016 (if needed) – Special Meeting @ 7:00 pm (Town Hall): finalize Chaplin budget for Town Mtg.
 - b. Mon. May 9, 2016 -- Town Meeting @ 7 pm (Senior Center)
 - c. Tue. May 24, 2016 -- Special Meeting @ 7:15 pm (Town Hall): set the Mill rate for FY 2016-17.
- 14. Adjourn.**

Submitted by: Richard G. Weingart, Chair