

CHAPLIN BOARD OF FINANCE
SPECIAL MEETING AGENDA
Thursday, March 30, 2017 – 7:00 PM – Chaplin Town Hall

1. Call to order by Chairperson.

2. Introduction of BOF Members and Audience.

3. Seating of Alternates.

4. Audience for Citizens (limited to TEN minutes).

5. Guests: None anticipated.

6. Reports.

- a. Reports as appropriate.

7. Approval of Minutes.

- a. Regular meeting-03/13/2017; Special meeting-03/20/2017.

8. Correspondence.

9. Old Business.

- a. Review status of BOF & Town annual report.

10. FY 2017-18 Budget Workshop: Consider and Act On Budget Public Hearing Presentation.

- a. Review BOF budget calendar.
- b. Review preliminary Town revenue forecast.
- c. Review all Town agency budget requests with concentration on:
 - o General Expenses, Board of Selectmen, Building-Grounds & Maintenance, Employee Fringe Benefits, Police Protection, Public Works, Town Memberships, Transfer Station, Volunteer Fire Department, Contingency Accounts, and others.
- d. Review Board of Selectmen recommended Salary increases.
- e. Review Chaplin BOE adopted budget.
- f. Review preliminary CIP Plan.
 - o Review completed CIP projects for potential closure.
- g. Review RSD11 adopted budget.
- h. Other budget issues for consideration.

11. New Business.

- a. Consider and act on funds transfers and budget line item additions/adjustments as requested.
 - 1) CVFD budget supplemental request for FY 2016-17.
- b. Consider and act on BOF statement to all agencies re: Budget management if/when deficit is anticipated.

12. Continuing Business.

- a. Review draft BOF policies: General Fund policies and Capital Projects Fund (CIP) policies.

13. Agenda suggestions for next meeting.

- a. Budget Public Hearing: Board of Finance & Board of Education budget presentations.
- b. Abbreviated regular meeting agenda & budget workshop.

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

- a. **Monday, April 10, 2017** – Town Budget Public Hearing @ Senior Center, 7 pm.
 - Regular Board of Finance Meeting following Public Hearing.
- b. **April 2017 (TBD)** – Special Meeting(s) @ 7:00 pm (Town Hall): finalize Chaplin budget for Town Meeting.
- c. **May 8, 2017** -- Annual Town Budget Meeting @ Senior Center, 7:00 pm.

15. Adjourn.

Submitted by: Richard G. Weingart, Chair