

CHAPLIN BOARD OF FINANCE

BUDGET PUBLIC HEARING & REGULAR MEETING AGENDAS

Monday, April 9, 2018 – 7:00 PM – Chaplin Senior Center

Budget Public Hearing for FY 2018-19 Chaplin Town and Board of Education Budgets:

1. Open Public Hearing.
2. Introduction of BOF Members and Alternates; Board of Education Representatives.
3. Read Public Hearing Legal Notice.
4. Review 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 and Alternates.**
3. **Seating of Alternates.**
4. **Audience for Citizens.**
5. **Additions or changes to Agenda.**
6. **Guests:** None expected.
7. **Reports.**
 - a. Staff reports:
 - Accountant: Review and accept monthly Financial Statements; identify questions for follow up.
 - Tax Collector: Review and accept monthly Collections report; identify questions for follow up.
 - c. Board Members' reports (5 minutes per report):
 - Selectmen's monthly meeting: R. Weingart
 - Legislative report: D. Dubitsky
 - Annual Report for FY 2016-17: L. Diwan
 - Other Board reports:
8. **Approval of Minutes.** Special meeting-03/19/2018; Special meeting-03/26/2018.
9. **Correspondence.** As received.
10. **FY 2018-19 Budget Workshop: Consider and Act On Budget Public Hearing Testimony and Comments.**
 - a. Consider and act on funds transfers and budget line item additions/adjustments as requested.
 - b. Consider and possible action on Board of Education adopted budget.
 - c. Budget review and adjustment:
 - Review of Oct. 2018 Grand List for Personal Property – Algonquin depreciation schedule.
 - Review FY 2017-18 & FY 2018-19 budget forecasts, projected surplus/deficit, Fund Balance and Mill Rate implications.
 - Review Town Agency budget requests and identify agency budget adjustments.
 - d. Review FY 2019 – 2023 CIP Plan as recommended by CIP Committee.
 - Consider and act on additions to CIP plan for urgently needed projects.
 - e. Review BOF budget calendar & schedule; plan for April 16, 24, & 30 (if necessary) budget workshops.
 - f. Other budget issues for consideration.
11. **Old/New Business.**
 - a. Consider and act on BOF statement to all agencies re: budget management if/when deficit is anticipated.
12. **Agenda Suggestions for next meeting.**
 - a. Continue budget workshops.
13. **Time and place of next Regular/Special Meetings.**
 - a. **Monday, April 16, 2018; Tuesday, April 24, 2018; Monday, April 30, 2018.**
 - Special Meetings @ 7:00 pm (Town Hall) - Budget Workshops
 - b. **Monday, May 14, 2018 -- Annual Town Meeting and BOF Budget Presentation @ 7:00 pm (Senior Center)**
14. **Adjourn.**

Submitted by: Richard G. Weingart, Chair