

CHAPLIN BOARD OF FINANCE

SPECIAL MEETING AGENDA

Monday, April 30, 2018 – 7:00 PM – Town Hall

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: None Permitted
6. Guests: **Chaplin Board of Education re: FY 2017-18 & FY 2018-19 Chaplin Elementary School Budgets.**
 - a. Board of Finance to consider and act on recommendation to Town Meeting for a supplemental appropriation to the FY 2017-18 Board of Education (CES) budget to cover a projected budget deficit.
 - b. Board of Finance to consider and act on Board of Education budget request for FY 2018-19.
7. Approval of Minutes: Special meeting-04/23/2018.
8. Correspondence. As received.
9. Consider and act on funds transfers and budget line item additions/adjustments as requested.
10. **FY 2018-19 Budget Workshop: Consider and Act On Budget Public Hearing Testimony and Comments.**
 - a. Consider and act on the following: Town Agency budget review and adjustment.
 - 1) Review FY 2017-18 budget performance.
 - 2) Review FY 2018-19 & FY 2019-20 budget forecasts, projected surplus/deficit, Fund Balance and Mill Rate implications.
 - 3) Consider and act on Board of Selectmen recommended salary increases for FY 2018-19.
 - 4) Complete review of Town Agency and Debt Service budget requests (Budget workbook Tab 1-20075; Tab 8-26050; Tab 28-42113; Tab 37-51000.
 - 5) **Approve FY 2018-2019 Town Government budget for Town Meeting.**
 - b. Consider and act on FY 2019 – 2023 CIP Plan expenditures.
 - 1) Consider and act on additions to CIP plan as recommended by Board of Selectmen.
 - 2) Consider and act on recommendation to Town Meeting for transfer(s) between CIP projects to repurpose funding.
 - 3) Consider and act on recommendation to Town Meeting for transfer(s) from General Fund to CIP Fund.
 - 4) **Approve FY 2019-2023 CIP Plan for Town Meeting.**
 - c. Consider and act on use of anticipated FY 2017-18 budget surplus and Unassigned Fund Balance for the following:
 - 1) Assign funds from Unassigned Fund Balance to balance FY 2018-19 town budget.
 - 2) Assign funds from Unassigned Fund Balance for transfer to CIP Fund for FY 2018-19 CIP projects.
 - 3) Assign funds from Unassigned Fund Balance to balance FY 2017-18 Board of Education budget.
 - d. **Approve FY 2018-19 total town budget for Town Budget Meeting.**
 - e. Review BOF budget calendar & schedule; plan for May 14 Town Budget Meeting.
 - 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. Town Budget Meeting.
13. **Time and place of next Regular/Special Meetings.**
 - a. **Monday, May 14, 2018 -- Annual Town Meeting and BOF Budget Presentation @ 7:00 pm (Senior Center)**
 - b. **Tuesday, May 22, 2018 -- Town Budget Referendum @ Noon to 8:00 pm (Chaplin Volunteer Fire Dept.)**
 - c. **Thursday, May 24, 2018 -- Special Meeting to Set Mill Rate & Budget Workshop @ 7:00 pm (Town Hall)**
 - d. **Monday, June 11, 2018 -- Regular Meeting @ 7:00 pm (Town Hall)**
14. Adjourn.

Submitted by: Richard G. Weingart, Chair