

**CHAPLIN BOARD OF FINANCE
BUDGET PUBLIC HEARING & REGULAR MEETING AGENDAS**

Monday, April 8, 2019 – 7:00 PM – Chaplin Senior Center

Budget Public Hearing for FY 2019-20 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. Board Member reports (limited to 5 minutes each):
 - 1) Selectmen's monthly meeting: meeting ppd. Until April 11, 2019.
 - 2) Financial Audit RFP-set Subcommittee Special Meeting date: L. Diwan.
 - b. Staff reports:
 - 1) Accountant: Review and accept monthly Financial Statements; identify questions for follow up.
 - 2) Tax Collector: Review and accept monthly Tax Collections report; identify questions for follow up.
 - 3) Assessor Review report of Board of Assessment Appeals.
- 8. Approval of Minutes.** Special meeting-03/25/2019.
- 9. Correspondence.** As received.
- 10. FY 2019-20 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:
 - 1) Review FY 2018-19 & FY 2019-20 budget forecasts (revenue and expenditures), projected surplus/deficit, and Mill Rate implications.
 - 2) Review all Town agency budgets – follow up from BOF 03/18/2019 budget workshop.
 - a. Identify individual budgets for examination/additional information/adjustment.
 1. Fire Marshall and Recreation Comm. budgets; others may be identified.
 - 3) Confirm BOF member attendance at Board of Education meeting on 04/10/2019.
 - 4) Review RSD11-PHMS/HS Board of Education adopted budget and Chaplin assessment.
 - 5) Review FY 2020 – 2024 CIP Plan as presented to CIP Committee on 03/20/2019.
 - a. Review completed Capital Projects for potential closure.
 - d. Confirm dates for April budget workshops-04/15, 04/22, 04/29 (tentative).
 - e. Review BOF budget calendar & schedule.
 - f. Other budget issues for consideration.
- 11. Agenda Suggestions for next meeting.**
 - a. Consider and possible action on Board of Education request for supplementary appropriation for FY 2018-19.
 - b. Continue budget workshops.
- 12. Time and place of next Regular/Special Meetings.**
 - a. **Monday, April 15, 22, 29-(tentative) - Budget Workshops @ 7 p.m. (Town Hall)**
 - b. **Monday, May 13, 2019 - Annual Town Meeting and BOF Budget Presentation @ 7:00 pm (Senior Center)**
- 14. Adjourn.**