

CHAPLIN BOARD OF FINANCE
SPECIAL MEETING & BUDGET WORKSHOP AGENDA
Monday, April 20, 2020 – 7:00 PM – REMOTE MEETING

PLEASE NOTE: Due to the COVID-19 pandemic the town hall building is closed to the public until further notice. This meeting is still scheduled with the option to conference in via phone by calling the number below and entering in the access code when prompted:

Phone Number: (Toll Free): 1 866 899 4679 Access Code: 720-088-197

This meeting will also be recorded, and an audio file will be available on the town website (www.chaplinct.org) 7 business days following the meeting. **REMINDER:** The public is allowed to speak only during Audience for Citizens or at the discretion of the chair.

- 1. Call to order by Chairperson and Reading of ‘Go To Meeting’ Procedures.**
- 2. Introduction of BOF Members, Alternates, and Guests.**
- 3. Seating of Alternates.**
- 4. First Audience for Citizens (limited to TEN minutes).**
- 5. Guests:** None expected.
- 6. Approval of Minutes.**
 - a. Special meeting-March 16, 2020; Special meeting-April 15, 2020.
- 7. Budget Workshop for FY 2020-21.**
 - a. Complete review of Town agency budget requests; identify individual budgets for examination, additional information, or adjustment.
 - b. Review Board of Education/CES budget, RSD11 PHMS/HS Budget, and COC Budget for FY 2020-21 and identify questions/comments for Boards of Education.
 - Review Chaplin potential assessment of RSD11 budget.
 - c. Review preliminary FY 2020-21 overall town budget forecast (Government Operations, Capital (CIP), & Education).
 - 1) Examine use of Unallocated Fund Balance.
 - 2) Review mill rate.
 - 3) Review tax collection rate (percentage).
 - d. Review FY 2021 – 2025 Capital Projects Plan (CIP) as proposed by CIP Committee on March 12th, 2020.
 - e. Review BOF Budget Development Calendar for FY 2020-21; establish dates for Board of Finance special budget meetings.
 - f. Other budget issues for consideration.
- 8. Old/New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Review completed CIP projects for potential closure.
- 9. Second Audience for Citizens. Note: Comments limited to agenda items & subject to Chair discretion (5 minutes).**
- 10. Agenda suggestions for next Regular/Special meeting.**
 - a. BOF budget workshop.
- 11. Time and place of next Regular/Special Meetings.**
 - a. **Wednesday, April 22, 2020: Special Meeting and Budget Workshop @ 7:00 pm (Remote DIAL IN)**
 - b. **Monday, April 27, 2020: Special Meeting and Budget Workshop @ 7:00 pm (Remote DIAL IN)**
 - c. **Wednesday, April 29, 2020: Special Meeting and Budget Workshop @ 7:00 pm (Remote DIAL IN)**
 - d. **Date & Time – TBD: Special Meeting for Town Budget Public Hearing @ 7 pm (Remote DIAL IN)**
 - e. **Date & Time – TBD: Special Meeting to Approve Town Budget & Set Mill Rate @ 7:00 pm (Remote DIAL IN)**
- 12. Adjourn.**

Submitted by: Richard G. Weingart, Chair