

CHAPLIN BOARD OF FINANCE
REGULAR MEETING AGENDA

Monday, March 14, 2022 – 7:00 PM–* TOWN HALL*** (MASKS ARE OPTIONAL)**

NOTE: THIS MEETING WILL BE HELD IN PERSON ONLY. The wearing of masks is now OPTIONAL in Town Hall.

- 1. Call to order by Chairperson.**
 - 2. Introduction of BOF Members, Alternates, and Guests.**
 - 3. Seating of Alternates.**
 - 4. First Audience for Citizens. (Note: limited to TEN minutes & subject to Chair discretion).**
 - 5. Guests: Chaplin Board of Selectmen Budget Presentation:**
 - a. Review and discussion of Board of Selectmen proposed budgets for FY 2022-23.
 - b. Review selected Board of Selectmen FY 2021-22 financial reports for February (any accounts over budget).
 - c. Update on CIP Committee review of funding requests.
 - 6. Additions or changes to the agenda:**
 - 7. Reports.**
 - a. Board Member reports (limited to 5 minutes each):
 - 1) Selectmen's monthly meeting: R. Weingart
 - 2) FY 2020-21 Annual Report: P. Haines
 - 3) FY 2023-27 CIP Committee: R. Weingart
 - 4) BOF digital access to meeting and budget documents: L. Diwan
 - a) Review plusses/minuses of December meeting document review via computer and projector.
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 21-22); identify questions for follow up.
 - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 21-22); identify questions for follow up.
 - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 21-22); identify questions for follow up.
 - 4) Assessor/Treasurer: Reports as necessary.
 - 8. Approval of Minutes.**
 - a. Special meeting: February 7, 2022.
 - 9. Correspondence.**
 - 10. Budget Workshop for FY 2022-23.**
 - a. Review first draft of total Chaplin FY 2021-22 anticipated revenues.
 - b. Review Town agency budget requests; identify individual budgets for examination/additional information/adjustment.
 - 11. Old/New Business.**
 - a. Review action items from previous meetings – see minutes.
 - b. Review and update BOF Annual Activity/Project Calendar.
 - c. Consider and act on Library FY 2021-22 budget adjustment request.
 - d. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - e. Review Board of Finance organizational documents (ordinances, bylaws, etc.).
 - 12. Agenda suggestions for next Regular/Special meeting.**
 - a. Special meeting(s): FY 2022-23 Budget Workshop.
 - b. Regular meeting(s): Standard meeting agenda and FY 2022-23 Budget Workshop.
 - c. Continue review of BOF Bylaws.
 - 13. Time and place of next Regular/Special Meetings.**
 - a. Monday, March 21, 2022: Special Meeting & BOE Budget Presentation @ 7:00 pm. (Town Hall)
 - b. Monday, March 28, 2022: Special Meeting & Budget Workshop @ 7:00 pm. (Town Hall)
 - c. Monday, April 4, 2022: Special Meeting & Budget Workshop @ 7:00 pm. (Town Hall)
 - d.
 - 14. Adjourn.**
- Submitted by: Richard G. Weingart, Chair