

CHAPLIN BOARD OF FINANCE

***** REGULAR MEETING AGENDA *****

Monday, March 13, 2023 – 7:00 PM–* TOWN HALL*** (MASKS ARE REQUESTED)**

NOTE: THIS MEETING WILL BE HELD IN PERSON. Wearing of masks in Town Hall is now REQUESTED.

Documents for this meeting can be found by following this web browser navigation path:

www.chaplinct.org> **Select Meeting Date from Event Calendar >Select Board of Finance Meeting>Select Board of Finance Meeting Documents>Select 0-BOF Meeting Documents Folder>Select Meeting-2023.03.13**

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: Mr. Juan Roman III, First Selectman: Chaplin Board of Selectmen Budget Presentation:**
 - a. Review and discussion of Board of Selectmen proposed budgets for FY 2023-24.
 - b. Review selected Board of Selectmen FY 2022-23 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 2021-22 Annual Report: P. Haines
 - 3) FY 2024-28 CIP Committee: R. Weingart
 - 4) Audit RFP Sub-Committee: L. Diwan
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 22-23); identify questions for follow up.
 - a) Board member(s) responsible for monthly follow up of financial statement questions: **V. Boomer**
 - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 22-23); identify questions for follow up.
 - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 22-23); identify questions for follow up.
 - 4) Assessor/Treasurer: Reports as necessary.
8. **Approval of Minutes.**
 - a. Special meeting: February 21, 2023.
9. **Correspondence.**
10. **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 funds transfers and budget line additions/adjustments as requested.
11. **Budget Workshop for FY 2023-24.**
 - a. Review first draft of total Chaplin FY 2023-24 anticipated revenues.
 - b. Review Town agency budget requests; identify individual budgets for examination/additional information/adjustment.
 - c. Discussion of General Fund and CIP Fund budget parameters for FY 2023-24.
12. **Continuing Business.**
 - a. Review Board goals and policies for FY 2022-23. **Move all items to follow up section of meeting minutes.**
13. **Second Audience for Citizens. (Note: 5 minutes. Limited to agenda items & subject to Chair discretion.)**
14. **Agenda suggestions for next Regular/Special meeting.**
 - a. Special meeting(s): FY 2023-24 BOE Budget Presentation and Budget Workshop.
 - b. Regular meeting(s): Standard meeting agenda and FY 2023-24 Budget Workshop.
 - c. Discussion of General Fund and CIP Fund budget parameters for FY 2023-24.
15. **Time and place of next Regular/Special Meetings.**
 - a. **Monday, March 20, 2023:** **Special Meeting & BOE Budget Presentation @ 7:00 pm. (Town Hall)**
 - b. **Monday, March 27, 2023:** **Special meeting & CIP Committee Budget Presentation @ 7:00 pm. (Town Hall)**
 - c. **Monday, April 3, 2023:** **Special Meeting & Budget Workshop @ 7:00 pm. (Town Hall)**
 - d. **Monday, April 10, 2023:** **Regular Meeting & Budget Workshop @ 7:00 pm. (Town Hall)**
16. **Adjourn.**

Submitted by: Richard G. Weingart, Chair