

CHAPLIN BOARD OF FINANCE  
SPECIAL MEETING AGENDA

Monday, June 23, 2014 – 7:00 PM – Chaplin Town Hall

1. **Call to order by Chairperson.**
2. **Introduction of BOF members and Audience.**
3. **First Audience for Citizens.**
4. **Guests:** None expected.
5. **Additions or changes to Agenda. None permitted.**
6. **Reports.**
  - a. First Selectman monthly report:
  - b. Staff reports:
    - Accountant: Review and accept monthly Financial Statements.
    - Treasurer: Monthly report.
    - Tax Collector: Reports are provided quarterly.
    - Assessor: Monthly report on significant activities.
    - Other Staff reports:
  - c. Board Members' reports:
    - Selectmen's Meeting: June 5, 2014
    - Other Board reports:
      - FY 2013-14 Annual Report: assign coordinator.
      - WINCOG Committee on EMS services
7. **Approval of Minutes.**
  - 04/14/2014 – Public Hearing; 04/14/2014 – Special meeting; 04/21/2014 – Special meeting; 04/28/2014 – Special meeting;
  - 06/02/2014 – Special meeting;
8. **Correspondence.**
9. **Old Business.**
  - a. FY 2013-14 budget issues.
10. **New Business.**
  - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
  - b. Approve FY 2014-15 Revenue budget.
  - c. Review FY 2013-14 Audit status by MAWC.
  - d. Critique FY 2013-14 budget process – timeline and review procedures.
  - e. Identify Board goals for 2014.
    - 1) Board initiatives:
      - a) Alternate BOF members for November 2015 Municipal election.
    - 2) Board policies.
    - 3) Board bylaws.
    - 4) Board member handbook.
  - f. Other urgent business.
11. **Continuing Business.**
  - a. BOE Non-Lapsing Carryover Fund Account Procedures.
  - b. Review Chaplin/Hampton Ambulance Corps contract and future cost projections.
12. **Second Audience for Citizens. Note:** Comments are limited to agenda items and subject to Chair discretion.
13. **Agenda suggestions for next meeting.**
  - a. Approve funds transfers and budget line adjustments to close out FY 2013-14.
  - b. Review FY 2013-14 Audit implementation.
  - c. Critique FY 2014-15 budget process – timeline and review procedures.
  - d. Continue with prioritizing and refining Board goals for 2014.
14. **Time and place of next Regular/Special Meetings.**
  - a. Monday, July 14, 2014 – Regular Meeting @ 7:00 pm (Town Hall)
  - b. Monday, August 11, 2014 – Regular Meeting @ 7:00 pm (Town Hall)
15. **Adjourn.**

Submitted by: Richard G. Weingart, Chair