

CHAPLIN BOARD OF FINANCE
REGULAR MEETING AGENDA

Monday, August 11, 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: Chaplin Board of Education Members and Superintendent: CES FY 2013-14 Budget

- Approval of additional funding for appropriation by Town Meeting.

5. Additions or changes to Agenda.

6. Reports.

a. First Selectman monthly report:

b. Staff reports:

- Accountant: Review and accept monthly Financial Statements.
- Treasurer: Monthly report.
- Tax Collector: Review most recent report.
- Assessor: Monthly report on significant activities.
- Other Staff reports:

c. Board Members' reports:

- Selectmen's Meeting: July 3 & August 7, 2014: R. Weingart
- Other Board reports:
 - FY 2013-14 Annual Report: D. Fiasconaro

7. Approval of Minutes.

- 06/23/2014 – Special meeting;

8. Correspondence.

9. Old Business.

a. FY 2013-14 budget issues.

- CIP funding for Backhoe/Payloader purchase
 - Approval of additional funding for appropriation by Town Meeting.
- Review and approve funds transfers and budget line adjustments to close out FY 2013-14.

b. Review FY 2013-14 Audit progress.

c. Continue critique of FY 2013-14 budget process – timeline and review procedures.

10. New Business.

a. Consider and act on funds transfers and budget line additions/adjustments as requested.

- New budget line for cemeteries: 28080.4-Monument and Corner Post Purchases

b. Prioritize Board goals for 2014.

1) Board initiatives:

- a) Alternate BOF members for November 2015 Municipal election.

2) Board policies.

- a) General Fund: policy on Unreserved & Unassigned percentage of budget and other factors.

- b) CIP Fund: policy on budget amount and new projects (when can they be added and cost documentation).

3) Board bylaws.

4) Board member handbook.

c. 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. Review FY 2013-14 Audit progress.

b. Critique FY 2014-15 budget process – timeline and review procedures.

c. Review progress on Board goals for 2014.

d. Guest: Tax Collector or Ambulance Corps

14. Time and place of next Regular/Special Meetings.

a. Monday, September 22, 2014 – Special Meeting @ 7:00 pm (Town Hall)

b. Tuesday, October 14, 2014 – Special Meeting @ 7:00 pm (Town Hall)

15. Adjourn.