

JOINT CHAPLIN BOARD OF FINANCE & CIP COMMITTEE

***** SPECIAL MEETING AGENDA *****

Monday, April 14, 2025 – 6:00 PM * SENIOR CENTER *****

NOTE: THIS MEETING WILL BE HELD IN PERSON ONLY

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-2025.04.14.Special'

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 THREE minutes per speaker & subject to Chair discretion).**
5. **Guests: CIP Committee.**
 - a. Consider, review, and act on FYs 2026-30 CIP Plan.
6. **Additions or changes to the agenda. None permitted.**
7. **Reports:**
 - a. Board Member reports (limited to 5 minutes each):
 - 1) Selectmen's monthly meeting: R. Weingart.
 - 2) FY 2023-24 Annual Report: J. Rufini
 - a) Consider and act on approval of FY 2023-24 Annual Report.
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 24-25); identify issues for follow up.
 - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 24-25); identify questions for follow up.
 - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 24-25); identify questions for follow up.
 - 4) Assessor/Treasurer: Reports as necessary.
8. **Approval of Minutes.**
 - a. Regular/Special meeting(s): April 7, 2025.
9. **Correspondence.**
10. **Budget Workshop for FY 2025-26.**
 - a. Consider and act on Town agency budget requests for FY 2025-26; identify budgets for additional information, and/or adjustment.
 - b. Consider and act on Board of Education/CES budget for FY 2025-26 and identify questions/comments for Board of Education.
 - c. Consider and act on Capital Projects Plan.
 - 1) FYs 2026 – 2030 CIP Plan as proposed by CIP Committee and consider alternate funding proposal.
 - 2) Review completed CIP projects for potential closure.
 - d. Consider and act on preliminary mill rate for FY 2025-26.
 - e. Consider and act on preliminary FY 2025-26 anticipated revenues.
 - f. Discussion of General Fund and CIP Fund budget parameters for FY 2025-26.
 - g. Consider and act on legal notice for Budget Public Hearing.
 - h. Review BOF Budget Schedule and dates for Budget Public Hearing and Annual Town Budget Meeting.
 - i. Discuss Potential BOF CIP meeting with Fire Department, Public Works, or Chaplin Elementary School.
 - j. Other budget issues for consideration.
11. **Old/New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Review action items from previous meetings – see minutes.
 - c. Review and update BOF Annual Activity/Project Calendar – FYs 2023-24 & 2024-25.
12. **Continuing Business.**
 - a. Review Board goals and policies for FY 2024-25. All items moved to Follow Up section of meeting minutes.
13. **Second Audience for Citizens. (Note: THREE min. per speaker. Agenda items only & subject to Chair discretion.)**
14. **Agenda suggestions for next Regular/Special meeting:**
 - a. Regular/Special meeting(s):
 - 1) FY 2025-26 Budget Workshop.
15. **Time and place of next Regular/Special Meetings.**
 - a. Thursday, April, 17 or Monday, April 21, 2025: (TBD if necessary) Special Meeting @ 6:00 pm (Senior Center) – Budget workshop
 - b. **Monday, April 28, 2025: Budget Public Hearing @ 7:00 pm (Senior Center)**
 - c. Monday, April 28, 2025: Special Meeting @ Following Public Hearing (Senior Center) – Budget workshop.
 - d. **Monday, May 12, 2025: Annual Town Budget Meeting @ 7:00 pm. (Senior Center).**
16. **Adjourn.**

Submitted by: Richard G. Weingart, Chair