

## CHAPLIN BOARD OF FINANCE

### **\*\*\* SPECIAL MEETING AGENDA \*\*\***

**Monday, April 21, 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-2025.04.21.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: None expected.**
6. **Additions or changes to the agenda. None permitted.**
7. **Reports:**
  - a. Board Member reports (limited to 5 minutes each):
    - 1) 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: Reports as necessary.
    - 2) BOE/CES: Reports as necessary.
    - 3) Tax Collector: Reports as necessary.
    - 4) Assessor/Treasurer: Reports as necessary.
8. **Approval of Minutes.**
  - a. Regular/Special meeting(s): April 7 & April 14, 2025
9. **Correspondence.**
10. **Budget Workshop for FY 2025-26.**
  - a. Consider and act on Town agency budget requests for FY 2025-26.
  - b. Consider and act on Capital Projects Plan and approve funding for same.
    - 1) FYs 2026 – 2030 CIP Plan as proposed by CIP Committee.
    - 2) Review completed CIP projects for potential closure.
  - c. Consider and act on Board of Education/CES budget request for FY 2025-26.
  - 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. 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. Appoint Auditors for FY 2024-25.
  - d. Select meeting date to set mill rate following the budget referendum on May 20th.
  - e. 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 following Budget Public Hearing..
15. **Time and place of next Regular/Special Meetings.**
  - a. **Monday, April 28, 2025: Budget Public Hearing @ 7:00 pm (Senior Center)**
  - b. **Monday, April 28, 2025: Special Meeting following Public Hearing (Senior Center) – Budget workshop.**
  - c. **Monday, May 12, 2025: Annual Town Budget Meeting @ 7:00 pm. (Senior Center).**
  - d. **Tuesday, May 20, 2025: Town Budget Referendum, Noon to 8:00 pm. (Community Center).**
16. **Adjourn.**

Submitted by: Richard G. Weingart, Chair