

## CHAPLIN BOARD OF FINANCE

### \*\*\* REGULAR MEETING AGENDA \*\*\*

**Monday, July 14, 2025 – 7:00 PM \*\*\* TOWN HALL \*\*\***

**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-2025.07.14’**

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.**
7. **Reports:**
  - a. Board Member reports (limited to 5 minutes each):
    - 1) Selectmen’s monthly meeting: R. Weingart.
    - 2) FY 2023-24 Audit by Hoyt, Filippetti & Malaghan LLC (HFM): R. Weingart
  - 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): June 16, 2025; June 18, 2025; June 25, 2025; July 7, 2025.
9. **Correspondence.**
10. **Old Business.**
  - a. Review action items from previous meetings – see minutes.
  - b. Review and update BOF Annual Activity/Project Calendar – FYs 2024-25 & 2025-26
11. **New Business.**
  - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
  - b. Consider and act on appointment of BOF Annual Report coordinator, and establish schedule, for FY 2024-25 report.
12. **Continuing Business.**
  - a. Review Board goals and policies for FY 2025-26. 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) Standard meeting agenda.
    - 2) Progress of NECCOG Town Administrator(s) in reviewing Chaplin budget process.
15. **Time and place of next Regular/Special Meetings.**
  - a. **Monday, August 11, 2025: Regular Meeting @ 7:00 pm (Town Hall)**
  - b. **Monday, September 8, 2025: Regular Meeting @ 7:00 pm (Town Hall)**
16. **Adjourn.**

Submitted by: Richard G. Weingart, Chair