

CHAPLIN BOARD OF FINANCE  
SPECIAL MEETING AGENDA  
THURSDAY, APRIL 16, 2015 – 7:00 PM – LIBRARY MEETING ROOM

**1. Call to order by Chairperson.**

**2. Introduction of BOF members and Audience.**

**3. First Audience for Citizens (limited to fifteen minutes).**

**4. Additions or changes to Agenda:** None permitted.

**5. Guests:** None.

**6. Reports.**

a. Staff reports:

- Accountant: Review and accept monthly Financial Statements.
- Treasurer: Monthly report.
- Tax Collector: Review and accept monthly reports; identify questions for follow up.
- Assessor: Report on Board of Assessment Appeals decisions.

b. Board Member reports:

- FY 2013-14 Annual Report: (Diana)
  - Consider and act on Tax Collector report format and publishing delinquent taxpayer list.
- Other reports (limited to 15 minutes):

**7. Approval of Minutes.**

- a. Special meeting: 03/16/2015; Public Hearing: 04/13/2015; Regular meeting: 04/13/2015

**8. Correspondence.**

**9. Old Business.** None.

**10. Budget Workshop.**

- a. Overview of FY 2015-16 & 2016-17 Town and BOE budgets and forecasts.
- b. Consider and act on Agency and BOE budget approvals and adjustments:
- 1) Identify individual budgets for examination/additional information/adjustment.
- Resident Trooper.
  - Planning & Zoning – ZEO budget.
  - Recreation Commission – Field maintenance budget.
  - Board of Education Special Education budget.
- c. Review CIP Plan.
- Review FY 2016 – 2020 CIP Plan requests/approvals.
  - Review CIP projects for potential closure.
- d. Consider and act on salary equity increase requests.
- e. Review FY 2015-16 & 2016-17 projected surplus/deficit.
- f. Plan for April 13 Public Hearing.
- g. Review FY 2015-16 budget calendar & schedule.
- h. Confirm Thursday, May 21, 2015 Special Meeting date to set FY 2015-16 Mill Rate.
- i. Other budget issues for consideration.

**11. New Business.**

- a. Approve funds transfers and budget line adjustments as needed (some pending).
- b. Review assigned Fund Balance for future RSD11 assessment.
- c. Consider assignment of Fund Balance for potential CES/BOE FY 14-15 deficit.

**12. Agenda Suggestions for next meeting.**

- a. Budget workshop/ Complete budget for Town Meeting and approve budget presentation.

**13. Time and place of next Regular/Special Meetings.**

- a. Monday, April 27, 2015: Special Meeting @ 7:00 pm (Town Hall) - Budget Workshop
- b. Monday, May 11, 2015: Annual Town Meeting (Senior Center)
- c. Thursday, May 21, 2015: Special Meeting @ 7:00 pm (Library Meeting Room) - Set FY 2015-16 Mill Rate

**14. Adjourn.**

Submitted by:

Richard G. Weingart, Chair