

CHAPLIN BOARD OF FINANCE
***** SPECIAL MEETING AGENDA *****

Tuesday, February 21, 2023 – 7:00 PM—* TOWN HALL *** (MASKS ARE REQUESTED)**

NOTE: THIS MEETING WILL BE HELD IN PERSON. Wearing of masks in Town Hall is now REQUESTED.

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-2023.02.21****

- 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 TEN minutes & 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 2021-22 Annual Report: P. Haines
 - 2) FY 2024-28 CIP Committee: R. Weingart
 - 3) Audit RFP Sub-Committee: L. Diwan
 - b. Staff reports:
 - 1) BOE/CES: Review and accept monthly CES Financial Statements (FY 22-23); identify questions for follow up.
 - 2) Tax Collector: Review and accept monthly Tax Collections report (FY 22-23); identify questions for follow up.
 - 3) Assessor/Treasurer: Reports as necessary.
- 8. Approval of Minutes.**
 - a. Special meeting: February 6, 2023.
- 9. Correspondence.**
- 10. Old Business.**
 - a. Review action items from previous meetings – see minutes.
 - b. Consider and act on revised FY 2021-22 Audit.
 - c. Consider and act on Audit RFP documents and review schedule.
 - d. Update on scheduling CIP meeting with Fire Department.
 - e. Transfer Assessor software budget and expenses from acct. #23112, Reval Assess. to #23103, Computer System.
- 11. New Business.**
 - a. Initial review of FY 2023-24 State budget revenues for Chaplin.
 - b. Initial review of DRAFT FY 2023-24 Revenue estimates.
 - c. Initial review of FY 2023-24 DRAFT Board of Education/Chaplin Elementary School budget request letter.
 - d. Initial review of FY 2023-24 DRAFT Chaplin assessment percentage for RSD11 budget (if available).
 - e. Review Special Meeting dates for February and March 2023.
- 12. Continuing Business.**
 - a. Review Board goals and policies for FY 2022-23.
 - 1) Board policies and Board Member handbook. **Move all items to follow up section of meeting minutes.**
- 13. Second Audience for Citizens. (Note: 5 minutes. Limited to agenda items & subject to Chair discretion.)**
- 14. Agenda suggestions for next Regular/Special meeting.**
 - a. Regular meeting(s): Standard meeting agenda and pertinent tasks from Annual Activity/Project Calendar.
 - b. Assessor presentation of October 2022 Grand List.
 - c. BOS Budget Presentation.
 - d. Discussion of General Fund and CIP Fund budget parameters for FY 2023-24.
 - e. Review of FY 2023-24 Chaplin assessment percentage for RSD11 budget.
 - f. Begin review of FY 2023-24 agency budget requests.
- 15. Time and place of next Regular/Special Meetings.**

| | |
|------------------------------|---|
| a. TBD March, 2023: | Special Meeting @ 7:00 p.m. (Town Hall) |
| b. Monday, March 13, 2023: | Regular meeting & BOS Budget Presentation @ 7:00 pm. (Town Hall) |
| c. Thursday, March 16, 2023: | CIP Committee Meeting @ 6:00 p.m. (Senior Center) |
| d. Monday, March 20, 2023: | Special Meeting & BOE Budget Presentation @ 7:00 pm. (Town Hall) |
| e. Monday, March 27, 2023: | Special Meeting & CIP Committee Presentation @ 7:00 pm. (Town Hall) |
- 16. Adjourn.**

Submitted by: Richard G. Weingart, Chair