

CHAPLIN BOARD OF FINANCE

***** REGULAR MEETING AGENDA *****

Monday, April 10, 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-2023.04.10****

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.**
7. **Reports.**
 - a. Board Member reports (limited to 5 minutes each):
 - 1) Selectmen's monthly meeting: R. Weingart
 - 2) Audit RFP Sub-Committee: L. Diwan
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 22-23); identify questions for follow up.
 - a) Board member(s) responsible for monthly follow up of financial statement questions: **L. Diwan**
 - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 22-23); identify questions for follow up.
 - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 22-23); identify questions for follow up.
 - 4) Assessor/Treasurer: Reports as necessary.
8. **Approval of Minutes.**
 - a. Special meeting: April 3, 2023.
9. **Correspondence.**
10. **Budget Workshop for FY 2023-24.**
 - a. Consider and act on Board of Education/CES budget for FY 2023-24 and identify questions/comments for Board of Education.
 - b. Consider and act on Town agency budget requests for FY 2023-24; identify budgets for examination, additional information, and/or adjustment.
 - c. Consider and act on Capital Projects Plan.
 - 1) FY 2024 – 2028 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 2023-24.
 - e. Consider and act on preliminary FY 2023-24 anticipated revenues.
 - f. Discussion of General Fund and CIP Fund budget parameters for FY 2023-24.
 - 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. Review action items from previous meetings – see minutes.
 - b. Review and update BOF Annual Activity/Project Calendar.
 - c. Consider and act on funds transfers and budget line additions/adjustments as requested.
12. **Continuing Business.**
 - a. Review Board goals and policies for FY 2022-23. **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. Special meeting(s): FY 2023-24 Budget Workshop.
 - b. Regular meeting(s): Standard meeting agenda and FY 2023-24 Budget Workshop.
15. **Time and place of next Regular/Special Meetings.**
 - a. Monday, April 17, 2023: (If Necessary) Special Meeting & Budget Workshop @ 7:00 pm. (Town Hall)
 - b. Monday, April 24, 2023: **Budget Public Hearing & Special Meeting and Budget Workshop @ 7:00 pm (Senior Center)**
 - c. Monday, May 8, 2023: **Annual Town Budget Meeting @ 7:00 pm (Senior Center)**
 - d. Monday, May 22, 2023: Special Meeting to Set Mill Rate and Budget Workshop @ 7:00 pm
16. **Adjourn.**

Submitted by: Richard G. Weingart, Chair