

CHAPLIN BOARD OF FINANCE
REGULAR MEETING AGENDA
Monday, June 12, 2023 – 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-2023.06.12

- 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: Ms. Lisa Madden, Chaplin Tax Collector (30 minutes):**
 - a. Consider and act on Suspense List as recommended by Tax Collector.
 - b. Review and accept monthly Tax Collections report.
 - c. Board member questions/issues for Tax Collector.
- 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/P. Haines
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 22-23); identify questions for follow up.
 - a) Examine budgets with BOF budget reductions.
 - b) Consider an alternative process for reviewing the monthly Town reports.
 - 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: May 22, 2023.
- 9. Correspondence.**
- 10. Old Business.**
 - a. Review action items from previous meetings – see minutes.
 - b. Review and update BOF Annual Activity/Project Calendar.
 - c. Consider and act on proposed BOF budget for FY 2023-24.
- 11. New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Consider and act on Revenue Budget for FY 2023-24.
 - c. Consider and act on revoking all previous allocations of funds in General Fund (G/F).
 - d. Consider and act on new G/F allocations: for FY 2023-24 projected deficit and future transfers to CIP Fund.
 - e. Review BOF budget calendar & schedule.
 - f. Review required reporting for FY 20-21 Audit and FY 23-24 Budget in OPM's FHMS system.
 - g. Other budget issues for consideration.
- 12. Second Audience for Citizens. Note: 5 minutes. Limited to agenda items & subject to Chair discretion.**
- 13. Agenda suggestions for next Regular/Special meeting.**
 - a. Regular meeting(s): Standard meeting agenda.
- 14. Time and place of next Regular/Special Meetings.**
 - a. **Monday, July 10, 2023: Regular Meeting @ 7:00 pm (Town Hall)**
 - b. **Monday, August 14, 2023: Regular Meeting @ 7:00 pm (Town Hall)**
- 15. Adjourn.**

Submitted by: Richard G. Weingart, Chair