

CHAPLIN BOARD OF FINANCE

*** SPECIAL MEETING AGENDA ***

Thursday, April 18, 2024 – 7:00 PM *** CHAPLIN SENIOR CENTER ***

NOTE: THIS MEETING WILL BE HELD BOTH IN PERSON AND REMOTELY.

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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-2024.04.18.Special’

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): As necessary.
 - b. Staff reports: As necessary.
8. Approval of Minutes.
 - a. Regular/Special meeting(s): April 15, 2024.
9. Correspondence.
10. Budget Workshop for FY 2024-25.
 - a. Consider and act on Town agency budget requests for FY 2024-25; identify budgets for examination, additional information, and/or adjustment.
 - b. Consider and act on Board of Education/CES budget for FY 2024-25 and identify questions/comments for Board of Education.
 - c. Consider and act on Capital Projects Plan.
 - 1) FY 2025 – 2029 CIP Plan as proposed by CIP Committee.
 - 2) Review completed CIP projects for potential closure.
 - d. Consider and act on preliminary mill rate for FY 2024-25.
 - e. Consider and act on preliminary FY 2024-25 anticipated revenues.
 - f. Discussion of General Fund and CIP Fund budget parameters for FY 2024-25.
 - g. Review BOF Budget Schedule and dates for Budget Public Hearing and Annual Town Budget Meeting.
 - h. Other budget issues for consideration.
11. Old/New Business.
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Appoint Auditors for FY 2023-24.
 - c. Select meeting date to set mill rate following the budget referendum on May 21st.
 - d. Review action items from previous meetings – see minutes.
 - e. Review and update BOF Annual Activity/Project Calendar – FY 2023-24.
 - f. Review BOF Bylaws.
 - g. Continue review of policies under revision:
 - 1) BOE Unexpended Education Funds
 - 2) General Fund Unallocated Fund Balance
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. Special meeting(s): FY 2024-25 Budget Workshop.
14. Time and place of next Regular/Special Meetings.
 - a. Monday, April 29, 2024: Budget Public Hearing & Special Meeting/Budget Workshop @ 7:00 pm. (Senior Center).
 - b. Monday, May 13, 2024: Annual Town Budget Meeting @ 7:00 pm. (Senior Center).
 - c. Tuesday, May 28, 2024: (TBD) Special Meeting and set Mill Rate for FY 2024-25 @ 7:00 pm (Town Hall)
 - d. Monday, June 10, 2024: Regular Meeting and Approve Revenue Budget for FY 2024-25 @ 7:00 pm (Town Hall)
15. Adjourn.

Submitted by: Richard G. Weingart, Chair