

**CHAPLIN BOARD OF FINANCE
SPECIAL MEETING AGENDA**

Monday, March 29, 2021 – 7:00 PM - REMOTE MEETING

PLEASE NOTE: Due to the COVID-19 pandemic the town hall building is closed to the public until further notice. This meeting is scheduled with remote access as follows:

Join the meeting from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/925654829>

You can also dial in using your phone: United States (Toll Free): 1 866 899 4679; United States: +1 (571) 317-3116

Access Code: 925-654-829

This meeting will also be recorded, and an audio file will be available on the town website (www.chaplinct.org) 7 (seven) business days following the meeting. **REMINDER:** The public is allowed to speak only during Audience for Citizens or at the discretion of the chair.

1. **Call to order by Chairperson and Reading of ‘Go To Meeting’ Procedures.**
2. **Introduction of BOF Members, Alternates, and Guests.**
3. **Seating of Alternates.**
4. **First Audience for Citizens (limited to TEN minutes).**
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 2019-20 Annual Report - Approval of Annual Report: L. Diwan/P. Haines.
8. **Approval of Minutes.**
 - a. Special meeting(s) - March 22, 2021.
9. **Correspondence.**
 - a. BOF representative to steering committee for Chaplin Housing Plan.
10. **Budget Workshop for FY 2021-22.**
 - a. Review first draft of total Chaplin FY 2021-22 anticipated revenues.
 - b. Review Town agency budget requests; identify individual budgets for examination/additional information/adjustment.
 - c. Review Board of Education/CES budget for FY 2021-22 and identify questions/comments for Board of Education.
 - d. Review Capital Projects Plan.
 - 1) FY 2022 – 2026 CIP Plan as proposed by CIP Committee.
 - 2) Review completed CIP projects for potential closure: #3300.13, #3305.22, #3320.1, #3320.12
 - e. Review BOF Budget Development Calendar for FY 2021-22; establish dates for Board of Finance special budget workshops and budget Public Hearing.
 - f. Other budget issues for consideration.
11. **Old/New Business.**
 - a. Review FY 2021-22 online budget book materials and presentation.
 - b. Consider and act on funds transfers and budget line additions/adjustments as requested.
12. **Agenda suggestions for next Regular/Special meeting.**
 - a. Regular meeting: Standard meeting agenda & FY 2021-22 Budget workshop.
 - b. Special meeting(s): FY 2021-22 Budget workshops.
13. **Time and place of next Regular/Special Meetings.**
 - a. Monday, April 5, 2021: **Special Meeting and Budget Workshop @ 7:00 pm (Remote DIAL IN)**
 - b. Monday, April 12, 2021: **Regular Meeting and Budget Workshop @ 7:00 pm (Remote DIAL IN)**
 - c. MONDAY, APRIL 26, 2021: **Budget Public Hearing & Special Meeting and Budget Workshop @ 7:00 pm (In Person & Remote DIAL IN-Tentative)**
 - d. MONDAY, MAY 10, 2021: **Annual Town Budget Meeting @ 7:00 pm (In Person & Remote DIAL IN-Tentative)**
 - e. Monday, May 24, 2021: **Special Meeting to Set Mill Rate and Approve Revenue Budget for FY 2021-22**
14. **Adjourn.**

Submitted by: Richard G. Weingart, Chair