

**CHAPLIN BOARD OF FINANCE**  
**SPECIAL MEETING AGENDA \*Amended Start Time\***  
**Wednesday, May 22, 2024 – 6:30 PM–\*\*\* LIBRARY MEETING ROOM\*\*\***

**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-2024.05.22.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):
    - 1) Selectmen’s monthly meeting: R. Weingart
  - b. Staff reports:
    - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 23-24); identify questions for follow up.
    - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 23-24); identify questions for follow up.
    - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 23-24); identify questions for follow up.
8. **Approval of Minutes.** Special meeting(s): Public Hearing-April 29, 2024; Special Meeting-April 29, 2024.
9. **Correspondence:**
10. **Old Business.**
  - a. Review action items from previous meetings – see minutes.
  - b. Review and update BOF Annual Activity/Project Calendar.
11. **New Business.**

**IF BUDGET PASSES AT REFERENDUM ON MAY 21<sup>ST</sup>: SET THE MILL RATE.**

- a. **Set the mill rate for FY 2024-25.**
- b. Consider and act on Revenue Budget for FY 2024-25.
- c. Consider and act on revoking all previous allocations of funds in General Fund.
- d. Consider and act on new General Fund allocations: for FY 2024-25 projected deficit and future transfers to CIP Fund.
- e. Review of BOF budget calendar & schedule.
- f. Other budget issues for consideration.
- g. Consider and act on funds transfers and budget line item additions/adjustments as requested.

**IF BUDGET FAILS AT REFERENDUM ON MAY 21<sup>ST</sup>: BUDGET WORKSHOP.**

- a. Consider and act on Board of Education/CES budget.
- b. Consider and act on Town Government budget.
- c. **Consider and act on combined Town Government, Board of Education, and RSD11 budget for FY 2024-25.**
- d. Consider and act on Budget Letter and Executive Summary for Town Meeting.
- e. Review of BOF budget calendar & schedule.
- f. Other budget issues for consideration.
- g. Review of BOF budget calendar & schedule.
- h. Other budget issues for consideration.
- i. Consider and act on funds transfers and budget line item additions/adjustments as requested.

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 and pertinent tasks from Annual Activity/Project Calendar.

14. **Time and place of next Regular/Special Meetings.**

- a. **Monday, June 10, 2024:** Regular Meeting @ 7:00 pm (Town Hall)
- b. **Monday, July 8, 2024:** Regular Meeting @ 7:00 pm (Town Hall)

15. **Adjourn.**