

CHAPLIN BOARD OF FINANCE
***** REGULAR MEETING AGENDA *****
Monday, July 8, 2024 – 7:00 PM * TOWN HALL *****

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-2024.07.08'

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: None
 - 2) FY 2023-24 Audit by Hoyt, Filippetti & Malaghan LLC: R. Weingart
 - 3) Report on Differential Mill Rates: L. Diwan
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 23-24); identify issues for follow up.
 - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 23-24); identify issues for follow up.
 - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 23-24); identify questions for follow up.
 - 4) Assessor/Treasurer: Reports as necessary.
8. **Approval of Minutes.**
 - a. Regular/Special meeting(s): June 24, 2024.
9. **Correspondence.**
10. **Old Business.**
 - a. Review action items from previous meetings – see minutes.
 - b. Review and update BOF Annual Activity/Project Calendar – FYs 2023-24 & 2024-25
 - c. Review of **REVISED** BOF budget calendar, schedule, and other budget issues.
11. **New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Consider and act on appointment of BOF Annual Report coordinator for FY 2023-24.
 - c. Continue review of policies under revision:
 - 1) BOE Unexpended Education Funds
 - 2) General Fund Unallocated Fund Balance
12. **Continuing Business.**
 - a. Review Board goals and policies for FY 2023-24. All items moved 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: Special meeting: July 18**
 - a. Set the mill rate for FY 2024-25.
 - b. Approve Revenue budget for FY 2024-25.
 - c. Other necessary business.
15. **Time and place of next Regular/Special Meetings.**
 - a. **Tuesday, July 9, 2024:** **Special Town Budget Meeting @ 7:00 pm. (Senior Center).**
 - b. **Wednesday, July 17, 2024:** **Town Budget Referendum @ Firehouse (Noon to 8:00 pm)**
 - c. **Thursday, July 18, 2024:** **Special Meeting to set Mill Rate for FY 2024-25 @ 7:00 pm (location TBD)**
 - d. **Monday, August 12, 2024:** **Regular Meeting @ 7:00 pm (Town Hall)**
16. **Adjourn.**

Submitted by: Richard G. Weingart, Chair