

CHAPLIN BOARD OF FINANCE
***** REGULAR MEETING AGENDA *****
Monday, September 9, 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-2024.09.09’

- 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 FIVE minutes per speaker & 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: R. Weingart
 - 2) FY 2023-24 Annual Report: J. Rufini
 - 3) FY 2023-24 Audit by Hoyt, Filippetti & Malaghan LLC: R. Weingart
 - 4) Fixed Assets Update for Audit: V. Boomer & P. Haines
 - b. Staff reports:
 - 1) Finance Dept: Review and accept monthly Town Financial Statements (FY 24-25); identify issues for follow up.
 - a) BOF member review by: L. Diwan
 - 2) BOE/CES: Review and accept monthly CES Financial Statements (FY 24-25); identify issues for follow up.
 - 3) Tax Collector: Review and accept monthly Tax Collections report (FY 24-25); identify questions for follow up.
 - 4) Assessor/Treasurer: Reports as necessary.
- 8. Approval of Minutes.**
 - a. Regular/Special meeting(s): August 12, August 19, August 26, 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. Consider and act on FY 2023-24 Year-End budget adjustments.
 - d. FY 2024-25 budget issues:
 - 1) Consider and act on Board of Education/CES budget.
 - 2) Consider and act on Town Government budget.
 - 3) Consider and act on Budget Letter to be published with revised budget.
 - 4) Other pertinent budget issues for consideration.
- 11. New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
- 12. Continuing Business.**
 - a. Review Board goals and policies for FY 2024-25. **All items moved to Follow Up section of meeting minutes.**
- 13. Second Audience for Citizens. (Note: THREE min. per speaker. Agenda items only & subject to Chair discretion.)**
- 14. Agenda suggestions for next Regular/Special meeting:**
 - a. Regular meeting(s): Standard meeting agenda.
 - b. Approve FY 2024-25 Revenue budget.
 - c. Consider and act on FY 2025-26 budget calendar, policies, and town agency budget request memo.
 - d. Review BOF policies under revision.
 - e. Other necessary business.
- 15. Time and place of next Regular/Special Meetings.**
 - a. **Tuesday, September 17, 2024:** Town Budget Referendum @ Firehouse (Noon to 8:00 pm)
 - b. Monday, October 7, 2024: Regular Meeting @ 7:00 pm (Town Hall)
 - c. Monday, November 4, 2024: Regular Meeting @ 7:00 pm (Town Hall)
- 16. Adjourn.**

Submitted by: Richard G. Weingart, Chair