

CHAPLIN BOARD OF FINANCE
***** SPECIAL MEETING AGENDA *****
Monday, February 10, 2025 – 6:00 PM * IN PERSON AND REMOTE *****

PLEASE NOTE: This meeting is scheduled for both **IN PERSON** and with **REMOTE ACCESS** as follows:
02/10/2025 Board of Finance Meeting- Feb 10, 2025, 6:00 – 10:30 PM (America/New York)
Join the meeting from your computer, tablet or smartphone: <https://meet.goto.com/232825797>
You can also dial in using your phone: United States: [+1 \(872\) 240-3412](tel:+18722403412) Access Code: 232-825-797

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-2025.02.10’

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: (1) Ms. Sue Jones and Mr. Jason Cote of Hoyt, Filippetti, and Malaghan LLC:**
 - Presenting the FY 2023-24 Chaplin Audit.**
 - a. Review audit; Q&A for BOF members after presentation.
 - b. Consider and act on BOF approval of Chaplin FY 2023-24 Audit.
 - (2) Mr. Chandler Rose, Chaplin Assessor: Presenting the October 2024 Chaplin Grand List.**
 - a. Q&A for BOF members after presentation.
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: Meeting cancelled.
 - 2) FY 2023-24 Annual Report: J. Rufini
 - 3) FY 2025-26 CIP Committee: R. Weingart
 - 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:
 - 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): January 13, 2025
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. Final approval of FY 2025-26 BOF budget request.
 - d. Continue review of FY 2025-26 General Fund and FY 2026-30 CIP Plan budgets and schedule.
 - 1) Review budget calendar for FY 2025-26 fiscal year.
11. **New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Set Special Meeting dates for February and March 2025.
 - c. Initial review of FY 2025-26 State budget revenues for Chaplin per Governor’s proposed budget.
 - d. Determine funding available for FY 2025-26 CIP Plan.
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. Review FY 2025-26 Budget process, agency presentations, budget documents, and preliminary estimates of revenue.
 - c. Other necessary business.
15. **Time and place of next Regular/Special Meetings.**
 - a. **February 2025 TBD: Special Meeting(s) @ 7:00 pm (Town Hall)**
 - b. **Monday, March 10, 2025: Regular Meeting @ 7:00 pm (Town Hall)**
16. **Adjourn.** Submitted by: Richard G. Weingart, Chair