

CHAPLIN BOARD OF FINANCE
***** SPECIAL MEETING AGENDA *****
Monday, February 24, 2025 – 6:00 PM * TOWN HALL *****
NOTE: THIS MEETING WILL BE HELD IN PERSON ONLY.

Documents for this meeting can be found by following this web browser navigation path:

www.chaplintc.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-2025.02.24.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 FIVE minutes per speaker & 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) As necessary.
 - b. Staff reports:
 - 1) Finance Dept: As necessary.
 - 2) BOE/CES: Review and accept monthly CES Financial Reports (FY 24-25); identify issues for follow up.
 - 3) Tax Collector: As necessary.
 - 4) Assessor/Treasurer: Reports as necessary.
- 8. Approval of Minutes.**
 - a. Regular/Special meeting(s): February 10, 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. Review FY 2023-24 Audit Material Weakness and Corrective Action Plan.
 - d. Review and update FY 2025-26 budget calendar.
 - e. Review final FY 2025-26 Board of Education/Chaplin Elementary School budget request letter.
- 11. New Business.**
 - a. Consider and act on funds transfers and budget line additions/adjustments as requested.
 - b. Determine agencies for budget presentations on March 3, 2025 or later dates.
 - c. Consider options for more, and earlier, public involvement in the budget process.
 - d. Initial review of DRAFT FY 2025-26 State and local revenue estimates.
 - e. Initial review of FY 2025-26 DRAFT Chaplin assessment percentage for RSD11 budget.
 - f. Review PRELIMINARY FY 2026-30 CIP Plan and potential available funding.
 - g. Review of FY 2025-26 General Fund budgets, parameters, and schedule.
 - h. Discuss Potential BOF CIP meeting with Fire Department, Public Works, or Chaplin Elementary School.
 - i. Other necessary budget business.
- 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. Special meeting(s): Budget agenda.
 - 1) Potential agency budget presentations.
 - 2) Review FY 2025-26 Budget process, agency presentations, and budget documents.
 - 3) Other necessary business.
- 15. Time and place of next Regular/Special Meetings.**
 - a. **Monday, March 3, 2025:** **Special Meeting @ 6:00 pm (Town Hall)** to continue review of FY 2025-26 budget issues.
 - b. **Monday, March 10, 2025:** **Regular Meeting @ 7:00 pm (Town Hall)** – Board of Selectmen budget presentations.
 - c. **Thursday, March 13, 2025** CIP Committee Meeting @ 6:30 p.m. (Senior Center)
 - d. **Monday, March 17, 2025:** **Special Meeting @ 6:00 pm (Town Hall)** – Board of Education budget presentations.
 - e. **Monday, March 24, 2025:** **Special Meeting @ 6:00 pm (Town Hall)** – Budget review.
 - f. **Monday, March 31, 2025:** **Special Meeting @ 6:00 pm (Town Hall)** – Budget review.
- 16. Adjourn.**

Submitted by: Richard G. Weingart, Chair