

Budget Session Timeline

*Denotes BOC Meeting

- Jan 9th** **Monthly Department Meeting 10:00am TM Office (Department Chiefs)**
- Initial budget guidance to Department Chiefs
 - Jan 30th Deadline for list of major proposed expenditures in FY 2023
- *Feb 23rd** **Budget Kickoff RFD Board Room 12:00pm-4:00pm (BOC)**
- Strategic Town Goals Review
 - Previous year review
 - Debt schedule
 - Grant money revenue
 - Debate and discussion for FY 2023-24 Fiscal Goals
- Feb 27th** **Department Work Session (Police Chief @10:00am/ Fire @ 1:00pm)**
- Subscriptions
 - Any other not budgeted 2022 items
- March 3rd** **Department Work Session (Street @10:00am/Public Works @11:00am)**
- Roger/Billy -Chemical/Subscriptions
 - Roger -Maintenance needs
- March 20th** **Department Work Session (if needed)**
- Department update online: email Manager before the 20th your status of progress
- *March 23rd** **Budget Work Session RFD Board Room 5:00pm-7:00pm (BOC)**
- Tax projection brief (pending them issued from county)
 - Analysis of tax projection
 - Proposed FY2023-24 Utility Rates table presentation
- April 10th** **Deadline for Department Budget Drafts**
- All Department Budgets Due to Town Manager!
- *April 27th** **Budget Work Session RFD Board Room 5:00pm-7:00pm (BOC)**
- Draft Review Work Session with BOC
- May 1st** **Last Day for Department FY 2022-23 Purchase Order Requests**
- *May 11th** **May BOC Regular Meeting 6:00pm (BOC)**
- Budget Presentation @ Board Meeting
- June 1st FY 2022-23 Finance books locked, no new purchases without authorization**
- *June 8th** **June BOC Regular Meeting 6:00pm (BOC)**
- Public Hearing for Budget FY 2023-2024
 - Regular Board Meeting to follow
- *June 15th** **Budget Work Session (f needed)**