

# **BUDGET REVIEW SCHEDULE 2018-19**

Monday, November 20, 2017 – Budget package/forms sent to departments.

Monday, December 18, 2017 – Departments submit budget requests to Town Administrator/Finance Director. (Charter requires submission by January 14 of each year).

Monday January 8, to –Friday January 12, 2018 – Departments meet with Town Administrator, Finance Director, First Selectman to review budget requests.

Wednesday, January 17, 2018 – Department revisions to original requests are due.

Thursday, February 1, 2018 – Board of Education transmits budget request to the Board of Selectmen. (Charter requires by February 3rd).

\*February 5, 2018– First Selectman submits budget request to Board of Selectmen. (Charter requires by February 10th).

Tuesday, February 6, 2018, 7:30p.m. – Board of Selectmen review Board of Education Budget request.

\*Monday, February, 12, 2018, 7:30 pm – Board of Selectmen review First Selectman’s budget request.

Tuesday, February 20, 2018, 7:30 p.m. – Board of Selectman review Board of Education budget request (if necessary) and continue review of Board of Selectmen’s request (if necessary). Board of Selectmen vote on and transmit First Selectman’s and Board of Education budgets to Board of Finance. Board also nominates moderator for Annual Town Budget meeting. Regular Board of Selectmen’s meeting.

Monday, February 26, 2018- Deliver Budget Books to Board of Finance

Monday, March 5, 2018, 7:30 p.m. – Board of Finance reviews First Selectmen’s budget request.

Tuesday, March 6, 2018, 7:30 p.m. – Board of Finance reviews First Selectmen’s budget request (if necessary).

Wednesday, March 7, 2018, 7:30 p.m. – Board of Finance reviews Board of Education budget request.

Approved by the Board of Selectmen: November 16, 2017

\*Revised by the Board of Selectmen: January 18, 2018

Thursday, March 8, 2018, 7:30 p.m. – Board of Finance reviews Board of Education budget request (if necessary).

Thursday, March 15, 2018- Publish notice of public hearing on budget. (Charter requires 10 days prior to public hearing)

Tuesday, March 27, 2018, 8:00 p.m. – Board of Finance holds public hearing on budget request. Weston Middle School Library (Charter requires at least two weeks prior to annual budget meeting).

Wednesday March 28, 2018, 8:00 p.m. – Additional public hearing on budget request. Weston Middle School Library (if necessary).

Tuesday, April 3, 2018, 7:30p.m. – Board of Finance budget deliberation meeting.

Thursday, April 12, 2018 – Publish and post notice of Annual Town Budget meeting. (Charter requires at least five days prior to meeting).

Wednesday, April 18, 2018, 8:00 p.m. – Annual Town Budget meeting. Weston High School Auditorium.

\*Saturday, April 28, 2018, 9:00 am to 5:00 pm - Proposed Referendum

Thursday May 3, 2018 – Board of Finance meets after Town meeting.