

BUDGET REVIEW SCHEDULE 2016-17

Approved by the Board of Selectman 11-19-15

***Revised 1-12-16**

Monday, November 23, 2015 – Budget package/forms sent to departments.

Thursday, December 17, 2015 – Departments submit budget requests to Town Administrator/Finance Director. (Charter requires submission by January 14 of each year).

Monday January 4, to –Friday January 8, 2016 – Departments meet with Town Administrator, Finance Director, First Selectman to review budget requests.

Wednesday, January 13, 2016 – Department revisions to original requests are due.

Friday, January 29, 2016 – Board of Education transmits budget request to the Board of Selectmen. (Charter requires by February 3rd).

Friday, January 29, 2016 – First Selectman submits budget request to Board of Selectmen. (Charter requires by February 10th).

*Monday, February 8, 2016, 7:30 p.m. – Board of Selectmen review First Selectman's budget request.

*Tuesday, February 9, 2016, 7:30p.m. – Board of Selectmen review Board of Education Budget request.

Monday, February 22, 2016, 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.

Friday, February 26, 2016- Deliver Budget Books to Board of Finance

Monday, March 7, 2016, 7:30 p.m. – Board of Finance reviews First Selectmen's budget request.

Tuesday, March 8, 2016, 7:30 p.m. – Board of Finance reviews First Selectmen's budget request (if necessary).

Wednesday, March 9, 2016, 7:30 p.m. – Board of Finance reviews Board of Education budget request.

Thursday, March 10, 2016, 7:30 p.m. – Board of Finance reviews Board of Education budget request (if necessary).

Thursday, March 17, 2016- Publish notice of public hearing on budget. (Charter requires 10 days prior to public hearing)

Wednesday, March 30, 2016, 8:00 p.m. – Board of Finance holds public hearing on budget request. Weston Middle School cafeteria (Charter requires at least two weeks prior to annual budget meeting).

Thursday March 31, 2016, 8:00 p.m. – Additional public hearing on budget request. Weston Middle School cafeteria (if necessary).

Tuesday, April 5, 2016, 7:30p.m. – Board of Finance budget deliberation meeting.

Thursday, April 14, 2016 – Publish and post notice of Annual Town Budget meeting. (Charter requires at least five days prior to meeting).

Wednesday, April 20, 2016, 8:00 p.m. – Annual Town Budget meeting. High School Auditorium.

Thursday April 28, 2016- Proposed Referendum

Thursday May 5, 2016 – Board of Finance meets after Town meeting.