

CHILMARK

FY2017

BUDGET SCHEDULE



TO: All Departments, Officers, Boards, Committees and Commissions
 FR: Tim Carroll, Executive Secretary
 DT: September 3, 2015
 RE: Budget and ATM Schedule

Please review this schedule as soon as possible and report any conflicts to me immediately.

Boards, Commissions & Committees <i>Meet and discuss needs for FY2017</i>	Discuss and vote Capital Plan Needs for next 5 years.	October
Boards, Commissions & Committees <i>Meet and discuss needs for FY2017</i>	Establish preliminary goals for next year.	November
Boards, Commissions & Committees	Deadline to Submit Capital Requests	November 2 nd
COLA from Human Resource Board	September CPI/U NE	November 5 th
Planning Board or Citizens seeking a new zoning bylaw - DEADLINE	Submit Petition to Selectmen by 12 Noon	November 13th
BOS Meeting 7:00 PM	Zoning Petitions & COLA	November 17th
FinCom Meeting 5:30 PM	Review COLA Review CIP Requests Establish Guidance for FY16 budget	November 18th
FY2017 Budget Worksheets released		November 18 th
Planning Board	Research, Hold Public Hearings and issue report on Proposed Zoning Bylaws	Nov 18 th - January 4 th
BOS Meeting 7:00 PM BOS Meeting 7:30 PM CIPC Planning Board - DEADLINE	Complete Annual CIP Submit Proposed Zoning bylaws for Legal Counsel review.	December 1st December 16th December 21st January 4 th 2016
All Departments & Citizens Met and voted budget & articles only .	Budget Requests & Appropriation Articles DUE	January 4th
Town Budget assembled by Exec.Sec. & Accountant		January 5 th – 20 th
All Departments & Citizens	Deadline to submit Non-Appropriation & Non-Zoning Articles 12 Noon	January 11th
BOS Meeting 7:00 PM BOS Meeting 7:00 PM		January 5th January 19th
FINCOM & BOS <u>FY2017 Budget Hearing</u>	1 7:00 - 9:00 PM	January 20th
FINCOM & BOS <u>FY2017 Budget Hearing</u>	2 7:00 - 9:00 PM	January 25th
FINCOM & BOS <u>FY2017 Budget Hearing</u>	3 7:00 - 9:00 PM	January 26th
FINCOM & BOS <u>FY2017 Budget Hearing</u>	4 7:00 - 9:00 PM	January 27th
FINCOM & BOS <u>FY2017 Budget Hearing</u>	5 7:00 - 9:00 PM	January 28th
Departmental submissions for TOWN REPORT	Due	February 1st
FINCOM & BOS <u>FY2017 Budget Hearing</u>	6 7:00 - 9:00 PM	February 1st
BOS Meeting 7:00 PM		February 2nd
FINCOM & BOS <u>FY2017 Budget Hearing</u>	7 7:00 - 9:00 PM	February 3rd
FINCOM & BOS <u>FY2017 Budget Hearing</u>	8 7:00 - 9:00 PM	February 4th
FINCOM & BOS <u>FY2017 Budget Hearing</u>	9 6:30 - 8:00 PM	February 5th If Necessary
BOS Meeting 7:00 PM School Vacation February 20 – 28 th		February 16th
BOS Meeting 7:00 PM	Approval of ATM Warrant	March 1st
Town Report to Press		March 2nd
ANNUAL TOWN MEETING	April 25th 2016	
Annual Town Election	April 27th 2016	