

DRAFT

REVISED

2:28 pm, Oct 21, 2021

CHILMARK FY2023 BUDGET SCHEDULE



TO: All Departments, Officers, Boards, Committees and Commissions
FR: Tim Carroll, Town Administrator
DT: October 20, 2021
RE: Budget and ATM Schedule

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

Departments, Boards, Commissions & Committees Discuss and vote Capital Plan <i>Meet and discuss capital needs for FY2023</i>	Needs for next 5 years. <i>CPI/u NE for September released - BLS</i>	October 2021 October 16 th 2021
Departments, Boards, Commissions & Committees Deadline to Submit Capital Requests		October 30 th 2021
Boards, Commissions & Committees <i>Meet and discuss needs for FY2023</i>	Establish preliminary goals for next year	November 2021
Human Resource Board - COLA	Meet & review September CPI/U NE	November 4 th 2021
Planning Board or Citizens seeking a new zoning bylaw - DEADLINE	Submit Petition to Selectmen by 12 Noon	November 16 th
FinCom Meeting 4:30 PM	Review COLA recommendation from HRB Report on CIP Requests Establish Guidance to departments & agencies for FY23 budget preparation	November 18th
BOS Meeting 5:00 PM	Zoning Petitions & COLA	November 16th
Planning Board	<i>Research, Hold Public Hearings and issue report on Proposed Zoning Bylaws</i>	Nov 17 - January 2 nd
FY2023 Budget Worksheets released for preliminary budget preparation by departments		November 22 nd
BOS Meeting 5:00 PM BOS Meeting 5:00 PM		December 7th December 21st
CIPC	Complete Annual Capital Improvement Plan <i>School Vacation December 24th - January 2nd</i>	December 22nd
Planning Board - DEADLINE	Submit Proposed Zoning bylaws for Legal Counsel review.	January 3 rd 2022
All Departments & Citizens <i>Met and voted budget & articles.</i>	Budget Requests & Appropriation Articles DUE	January 4 th 2022
BOS Meeting 5:00 PM	<i>Town Budget assembled by Admin Asst to BOS, Asst. to Acct, Accountant & TA</i>	January 4th January 5 th - 18 th 2022
All Departments & Citizens	Deadline to submit Non-Appropriation & Non-Zoning Articles 12 Noon	January 10th
BOS Meeting 5:00 PM		January 18th
FINCOM & BOS FY2023 Budget Hearing	1 4:30 -6:00 PM	January 19th
FINCOM & BOS FY2023 Budget Hearing	2 4:30 -6:00 PM	January 20th
FINCOM & BOS FY2023 Budget Hearing	3 4:30 -6:00 PM	January 25th
FINCOM & BOS FY2023 Budget Hearing	4 4:30 -6:00 PM	January 26th
FINCOM & BOS FY2023 Budget Hearing	5 4:30 -6:00 PM	January 27th
Departmental submissions for TOWN REPORT Due		February 1st
BOS Meeting 5:00 PM		February 1st
FINCOM & BOS FY2023 Budget Hearing	6 4:30 -6:00 PM	February 2nd
FINCOM & BOS FY2023 Budget Hearing	7 4:30 -6:00 PM	February 3rd
FINCOM & BOS FY2023 Budget Hearing	8 4:30 -6:00 PM	February 7th
FINCOM & BOS FY2023 Budget Hearing	9 4:30 -6:00 PM	February 8th
FINCOM & BOS FY2023 Budget Hearing	10 4:30 -6:00 PM	February 9th
FINCOM & BOS FY2023 Budget Hearing	11 4:30 -6:00 PM	February 10th
Town Report to Press		February 14th
BOS Meeting 5:00 PM	<i>Presidents' Day Holiday February 21st School Vacation February 26th - March 6th</i>	February 20th
BOS Meeting 5:00 PM	Approval of ATM Warrant	March 1st
ANNUAL TOWN MEETING		April 25 th 2022
Annual Town Election		April 27 th 2022