

JANUARY

8	Friday	Budget Survey Opens
18	Monday	Budget Survey Closes at 6 am
20	Wednesday	Budget Forum - 6:30 pm
20	Wednesday	Board of Finance (Regular Meeting)

FEBRUARY

23?	Tuesday	Board of Education Budget - (presented at a special BOE Meeting)
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APRIL

6	Tuesday	Budget Public Hearing to Present BOE and Town Budgets
7	Wednesday	Board of Finance (Regular Meeting)
12	Monday	Board of Finance Budget Workshop: Review Education Budget with Board of Ed
13	Tuesday	Board of Finance Budget Workshop: Review Town Budget with 1st Selectman
19	Monday	Board of Finance Budget Workshop - if needed
20	Tuesday	Board of Finance Budget Workshop - if needed
21	Wednesday	Board of Finance (Regular Meeting) - send budget to Public Hearing

MAY

4	Tuesday	Budget Public Hearing to Present BOE and Town Budgets
5	Wednesday	Board of Finance (Regular Meeting) - approve and send Budget to Town Meeting
6	Thursday	Board of Selectmen (Regular Meeting to set Town Meeting Date)
19	Wednesday	Annual Town Budget Meeting (meets 5 day requirement if using Rivereast)
20	Wednesday	Board of Finance Regular Meeting
19	Wednesday	Annual Town Budget Meeting (meets 5 day requirement if using Rivereast)
19	Wednesday	Board of Finance Regular Meeting
27	Thursday	Referendum - (8 days after Annual Meeting)

JUNE

1	Tuesday	BOF Special Meeting - (if referendum fails)
2	Wednesday	Board of Finance (Regular Meeting) to set mil rates if budget passes
3	Thursday	Board of Finance Budget Workshop
8	Monday	Board of Finance (Special Meeting)
8	Tuesday	Board of Finance (Special Meeting)
8	Tuesday	Board of Selectman (Special Meeting) to set Annual Budget Meeting
16	Wednesday	2nd Annual Town Budget Meeting (meets 5 day requirement if using Rivereast)
16	Wednesday	Board of Finance (Regular Meeting)
24	Thursday	Second Budget Referendum (if first one fails)

All meetings are scheduled for 7:00 pm at Town Hall except where noted

BUDGET PROCESS TIMELINE

- BOF to hold two budget hearings. One must be at least two weeks prior to the Annual Budget Meeting (State Statute 7-344) (Charter C-601 C (2)). Need not be published in Newspaper. Suggest at least a press release.
- BOE to participate in the BOF budget hearings (Charter C-602 C(2)).
- BOS sets dates for Annual Budget Meeting and Referendum. (Charter C-1105a(A) NOTE: The Tax office needs a two week turnaround time for billing.
- Legal Notice to be published at least 5 days prior to the Annual Budget meeting not to include the date of the meeting (Statute 7-3) Must be sent by 3:00pm two days prior to publication in the Norwich Bulletin or 12:00pm Wednesday for publication in Friday's Rivereast.
- Absentee ballots to be available immediately following the Annual Budget Meeting until day prior to referenda.
- Referendum to be at least 7 days but not more than 14 days after the Annual Budget Meeting. (Statute 7-7) NOTE: The longer between dates gives people more time to obtain an Absentee Ballot.
- If subsequent Referenda are needed, follow same procedures except we don't need the hearings.
- After successful referenda the BOF sets the mill rates (Charter C-601(3)). NOTE: A separate mill rate must be set for vehicles only.