

2015/2016 BUDGET CALENDAR

ACTIVITY	LATEST DATE PER TOWN CHARTER	RECOMMENDED DATE
Capital Budget Forms Prepared and sent to Departments		August 04, 2014
Operating Budget Forms Prepared and sent to Departments		September 05, 2014
Completed Capital Budget Forms returned to Town Manager		October 03, 2014
Completed Operating Budget Forms returned to Town Manager	February 15, 2015	October 31, 2014
Town Manager's Proposed Operating and Capital Budget submitted to Town Council	March 01, 2015	January 16, 2015
Board of Education Budget to Town Council	February 15, 2015	February 13, 2015
Capital Improvement Program Submitted to Planning & Zoning Commission for Sec. 8-24 Review		March 03, 2015
Budget Work by Town Council completed and Budget Submitted to Board of Finance	April 01, 2015	March 23, 2015
Public Hearing on Budget held by Board of Finance not later than three (3) weeks before May 04, 2015 Town Meeting	April 13, 2015	April 13, 2015
Board of Finance Completes Work on Budget		April 15, 2015
Copy of Budget approved by the Board of Finance printed in Newspaper at least five (5) days before the Annual Town Meeting	April 29, 2015	April 28, 2015
Annual Town and Budget Meeting First Monday in May	May 04, 2015	May 04, 2015
First Referendum	May 15, 2015	May 13, 2015
Second Referendum	June 05, 2015	June 03, 2015
Third Referendum	June 26, 2015	June 24, 2015