

## ***FY19 Budget Planning Schedule***

### ***SIGNIFICANT DATES***

### ***SUMMARY***

<b>January 8, 2018 (Mon.)</b>	<b>Department Heads to Submit FY19 Budget Requests</b>
<b>January 10, 2018 (Wed.)</b>	FinCom assembles first draft of FY19 Budget. FinCom available to meet with department heads.
<b>February 7, 2018 (Wed.)</b>	FinCom updates & reviews submitted department budgets. FinCom available to meet with department heads.
<b>February 21, 2018 (Wed.)</b>	FinCom updates & reviews submitted department budgets.
<b>March 14, 2018 (Wed.)</b>	FinCom updates & reviews submitted department budgets. FinCom available to meet with department heads.
<b>March 28, 2018 (Wed.)</b>	FinCom updates & reviews submitted department budgets. FinCom available to meet with department heads. FinCom sets budgets for departments where budgets were not submitted.
<b>April 2, 2018 (Mon.)</b>	Last day to submit warrants to the BOS Exec. Secretary
<b>April 3, 2018 (Tues.)</b>	Annual Town Budget Public Hearing FinCom finalizes the FY19 Recommended Budget.
<b>April 10, 2018 (Tues.)</b>	Joint review of FY19 Recommended Budget <i>(Financial Management Team with BOS/FinCom)</i>
<b>3<sup>rd</sup> Week of April</b>	FY19 Proposed Budget posted to the Town website.
<b>Last Week of April</b>	Warrant sent to Printer.
<b>1<sup>st</sup> Week of May</b>	Town Report mailed to voters & posted to Town website
<b>May 16, 2018 (Wed.)</b>	Annual Town Meeting

*Changes to the Budget Planning Schedule may occur during budget season. Please review the Town website for updates to meeting dates and times.*