

FY2015 Budget Timeline As Presented August 8, 2014	
Date	Event
June 4, 2013	Budget worksheets and instructions sent to department heads
June 17	Initial FY15-FY17 budgets due to Budget Director's office
July 11th	Last Warrant for FY13 Processed
July 15th	Encumbrances due to Accounting office
July	RFP for health insurance
August	Results for health insurance proposals
August - (3 weeks)	Town Manager reviews budget requests
September 10 - (tentative)	BOS Awards Health Insurance Contract
August - November	Capital Planning Committee reviews capital requests
End of September	Free Cash Certification
October 21	Special Town Meeting: Budget Balanced
November 1	Open Enrollment
Early to mid November	Recap Approved, Tax Rate Set
November 12	Town Manager Budget Presentation
November 14	FinCom / BOS Dept Budget Reviews
November 21	FinCom / BOS Dept Budget Reviews
December 5	FinCom / BOS Dept Budget Reviews
December 12	FinCom / BOS Dept Budget Reviews
January 9, 2014	FinCom / BOS Dept Budget Reviews
January 16	FinCom / BOS Dept Budget Reviews
January 23	FinCom / BOS Dept Budget Reviews
January 30	FinCom Meeting If necessary
February 11	BOS Meeting: Review Articles
February 20	FinCom Meeting: Vote on Articles, Review FinCom Book
February 25	BOS Meeting: Review Articles
February 28	FinCom Book to Printers
March 22	Annual Town Meeting