

Town of Easton

Board of Finance

Budget Calendar 2023/2024

To: Town Departments

Subject: Budget Guide - Calendar 2023/2024

January 9 Issue budget forms and instructions to Departments

January 9 – January 31 Departments:
1) prepare budget requests
2) review requests with the First Selectman

January 31 Departments: return signed forms to
Finance Director for summarization

February 24 Finance Director returns all Departments'
budget requests to the Board of Finance

March 7 Regular mtg.
March 8, 9, 14, 15 Board of Finance will analyze and
investigate estimates and hold budget
discussions with Department Heads,
Boards and Commissions. Meetings to be
held at **7:00 P.M.**

March 27 (Monday) Public hearing on budget 7:00pm
SSES Cafetorium

March 28,29
April 4 (reg meeting) Revise budget requests and prepare
final recommendations for preparation
acceptance of budget document.
Meetings at 7 p.m.

April 11 Submit budget for the April 14, 2023 newspaper publication.

April 24 (Monday) Tentative Annual Town Meeting
(budget adoption)
SSES Cafetorium 7:00 p.m.

May 2 Referendum next day after Regional 9 Budget meeting of May 1(tentative)

All meetings will be at the Senior Center - unless so noted above.