



Town of Erving

FY2020 Budget Development Calendar

This document is subject to change as new information becomes available

Date	Action/Meeting	Location & Time
September 2018		
Monday, September 24, 2018	Joint Board of Selectmen & Finance Committee Meeting: Discuss budget goals and guidance	
Thursday, September 27, 2018	FY2019 Budget Goals and Guidance sent to Departments	
Thursday, September 27, 2018	Capital Improvement Requests Forms and Instructions sent to Department Heads	
October 2018		
Thursday, October 18, 2018	Capital Improvement Requests due	Board of Selectmen's Office by 5:00PM
Thursday, October 18, 2018	Operating Budget Request forms and Instructions sent to Department Heads	
Monday, October 22, 2018 - Friday, November 16, 2018	Capital Planning Committee Reviews Request & Meets with Department Heads	
November 2018		
Thursday, November 15, 2018	Operating Budget Requests Due	Board of Selectmen's Office by 5:00PM
Monday, November 26, 2018	Draft Operating and Capital Budget Requests sent to Board of Selectmen and Finance Committee	
December 2018		
Monday, December 3, 2018	Joint Board of Selectmen, Finance Committee, & Capital Planning Committee Meeting: Capital Projects	
Monday, December 10, 2018	Joint Board of Selectmen & Finance Committee Meeting: General Government Selectmen, Finance Committee, Accountant, Assessors, Treasurer, Tax Collector, Information Technology, Personnel, Town Clerk, Land Use, Building & Ground Maintenance, Insurance, Elected Officials	
Monday, December 17, 2018	Joint Board of Selectmen & Finance Committee Meeting: Public Safety & Public Works Police, Fire, Inspections Program, Emergency Management, Animal Control, Highway, Solid Waste, Wastewater & Water	
January 2019		
Monday, January 7, 2019	Joint Board of Selectmen & Finance Committee Meeting: Human Services, Culture & Recreation Board of Health, Council on Aging, Veterans Services, Library, Recreation, Historical Commission, Memorial Day Services	
Monday, January 21, 2019	Joint Board of Selectmen & Finance Committee Meeting: Benefits, Insurance & Assessments Retirement, Unemployment Insurance, Health & Dental, Property & Liability, FRCOG Assessment	
Monday, January 28, 2019	Joint Meeting: Open	
February 2019		
Monday, February 4, 2019	Joint Meeting: Open	
Monday, February 11, 2019	Joint Board of Selectmen & Finance Committee Meeting: Education School, & Secondary Education Franklin County Technical School	
Monday, February 25, 2019	Joint Meeting: Open	
Wednesday, February 27, 2019	ATM Warrant Article Requests due	Board of Selectmen's Office by 5:00PM
March 2019		
Monday, March 4, 2019	Joint Meeting: Open	
Monday, March 11, 2019	Joint Board of Selectmen & Finance Committee Meeting: Final FY2019 Budget Review and Adoption for ATM	
Monday, March 18, 2019		
Monday, March 25, 2019	Board of Selectmen Finalize Annual Town Meeting Warrant	
April 2019		
Thursday, April 11, 2019	Budget & Annual Town Meeting Warrant mailed to Residents	
May 2019		
Wednesday, May 1, 2019	Annual Town Meeting	