

TOWN OF WOODBRIDGE
DEPARTMENT OF FINANCE
SCHEDULE – FOR FISCAL YEAR 2019 BUDGET

(Please note this schedule and post the dates on your calendar)

No later than November	Operating Budget packages to agencies.
Thursday, November 30, 2017	Boards of Selectmen/Finance Joint Meeting/ Capital Budget Presentations, 6:00 p.m.
Tuesday, December 5, 2017 (if needed)	Boards of Selectmen/Finance Joint Meeting/ Capital Budget Presentations, 6:00 p.m.
Wednesday, January 3, 2018	Operating Budget requests returned to Finance Director.
January 4, 2018 – January 10, 2018 (Meetings will be scheduled with individual departments as needed)	Budget review process. Meetings with agencies, First Selectman, Director of Finance and Administration, & Budget Analyst
Wednesday, January 10, 2018	Board of Selectmen Meeting – 5:00 p.m.
Thursday, January 18, 2018	Board of Finance Meeting – 6:00 p.m.
Tuesday, January 23, 2018 Thursday, January 25, 2018 Tuesday, January 30, 2018 Thursday, February 1, 2018 (if needed) (Main Meeting Room)	Joint meetings of Boards of Selectmen/Finance to discuss FY2019 Operating Budget , 6:00 p.m. A schedule will be distributed to all departments at a later date. All Department Heads are required to attend.
Wednesday, February 14, 2018*	Board of Selectmen Regular Meeting – 5:00 p.m.
Thursday, February 15, 2018*	Board of Finance Regular Meeting – 6:00 p.m.
Tuesday, February 20, 2018	Board of Selectmen meet to determine their budget recommendations to the Board of Finance – 5:00 p.m.
Friday, February 23, 2018	Board of Selectmen file recommendations with the Board of Finance
Wednesday, March 7, 2018	Board of Finance Meeting – 6:00 p.m. to decide on recommendations for Preliminary Budget Hearing.
Wednesday, March 14, 2018*	Board of Selectmen Regular Meeting – 5:00 p.m.
Thursday, March 15, 2018*	Board of Finance Regular Meeting – 6:00 p.m.

FY2019 Budget Schedule

Friday, March 16, 2018	Board of Finance preliminary recommendations completed and sent to printers
Monday, April 9, 2018	Mail and advertise preliminary budget
Wednesday, April 11, 2018*	Board of Selectmen Regular Meeting – 5:00 p.m.
Monday, April 23, 2018	Public Hearing on Preliminary Budget – 7:30 p.m. (Center Gym)
Thursday, April 26, 2018*	Board of Finance Regular Meeting – 6:00 p.m.
Monday, May 7, 2018	Mail and advertise Annual Town Meeting Notice and recommended budget.
Wednesday, May 9, 2018	Board of Selectmen Regular Meeting – 5:00 p.m.
Thursday, May 17, 2018	Board of Finance Regular Meeting – 6:00 p.m.
Monday, May 21, 2018	Annual Town Meeting – 7:30 p.m. (Center Gymnasium)
Monday, May 21, 2018	Board of Finance meets to set the tax rate. (historically done following the Annual Town Meeting at the Center Gym)

*Meeting is tentative – regular monthly meetings are approved by the Boards in December.