



# Town Of Belmont

Office of the Select Board  
and Town Administrator

## FY22 BUDGET SCHEDULE

<b>KEY DATES:</b>	<b>EVENT:</b>
September 30, 2020	Town Administrator Briefing on FY22 Budget operating budget guidelines with Department Heads, Distribution of budget materials to Departments, including Personnel Analysis Sheets, Statutory Analysis Sheets, Budget Narrative, Revenue Analysis Sheets, Performance Measures, and Detailed Capital Budget Requests
October 19, 2020	FY22 Salary, Non-Salary Operating Budget, Budget Narratives, and Detailed Capital Budget Requests Due to Town Administrator's Office by Departments
October 26 - 30, 2020	Formal department presentations to the Town Administrator, including Personnel Analysis Sheets, Statutory Analysis Sheets, Budget Narrative, Revenue Analysis Sheets, Performance Measures, and Capital Budget Requests
October 30, 2020 (estimated)	Free Cash Certified by Department of Revenue
November 3, 2020	Presidential Election
November 5, 2020	Public meetings by Select Board on Department budget requests
November 9 or 16, 2020	Public Input Meeting FY22 Budget
November 23, 2020	Submission of proposed FY22 Operating Budget to the Select Board, Select Board transmits FY22 Budget to the Warrant Committee. Joint Meeting with the School Committee and Select Board to review Town and School Budget Proposals - Transmittal of the Capital Budget to the Capital Budget Committee FY22 Capital Requests, FY23-27 Inventory Listing, and Comprehensive Improvement Plan
November 23, 2020	Joint Meeting of Select Board, School Committee, Warrant Committee, and Capital Budget Committee to present budget overview
December 7, 2020 (estimated)	FY22 Tax Rate recommendation by Board of Assessors and vote by the Select Board

Updated 09/29/2020

January 20, 2021	Governor's Budget Announced – Initial Local Aid Estimates Provided
February, 2021	Minuteman Regional School District Votes for FY22 Budget
February 4 – April 22, 2021	Capital Committee reviews Capital Budget and prepares report to ATM
February 17, 2021	Possible budget revisions based on the Select Board's public meetings and review of all general government budget requests. Transmit the Approved Town Operating Budget, as amended, to the Warrant Committee as voted by the Select Board.
February 22, 2021	Select Board wording for packets finalized
March 1, 2021	Select Board approves override question
April 6, 2021	Annual Election

DRAFT