



# Town of Erving

## FY2022 Budget Development Calendar

*This document is subject to change as new information becomes available*

Date	Action/Meeting	Location & Time
September 2020		
Monday, September 14, 2020	Joint Board of Selectmen & Finance Committee Meeting: <b>Discuss budget goals and guidance</b>	Online Audio/ Video Conference (unless otherwise posted)
Thursday, September 24, 2020	FY2022 Budget Goals and Guidance sent to Departments	Joint meeting at 7:00 PM
Thursday, September 24, 2020	Capital Improvement Requests Forms and Instructions sent to Department Heads	
October 2020		
Thursday, October 22, 2020	<b>Capital Improvement Requests due</b>	<b>Board of Selectmen's Office by 5:00PM</b>
Thursday, October 22, 2020	Operating Budget Request forms and Instructions sent to Department Heads	
Monday, October 26, 2020 - Friday, November 20, 2020	Capital Planning Committee Reviews Request & Meets with Department Heads	
November 2020		
CHANGE Friday, November 27, 2020	<b>Operating Budget Requests Due</b>	<b>Board of Selectmen's Office by 5:00PM</b>
Thursday, December 3, 2020	Draft Operating and Capital Budget Requests sent to Board of Selectmen and Finance Committee	
December 2020		
Monday, December 7, 2020	Joint Board of Selectmen & Finance Committee Meeting: <b>General Government</b> Selectmen, Finance Committee, Accountant, Assessors, Treasurer, Tax Collector, Information Technology, Personnel, Town Clerk, Land Use, Building & Ground Maintenance, Insurance, Elected Officials	Online Audio/ Video Conference (unless otherwise posted)  Joint meeting at 7:00 PM
Monday, December 14, 2020	Joint Board of Selectmen & Finance Committee Meeting: <b>Public Safety &amp; Public Works</b> Police, Fire, Inspections Program, Emergency Management, Animal Control, Highway, Tree Warden, Solid Waste, Wastewater & Water	Online Audio/ Video Conference (unless otherwise posted)  Joint meeting at 7:00 PM
January 2021		
Monday, January 4, 2021	Joint Board of Selectmen & Finance Committee Meeting: <b>Human Services, Culture &amp; Recreation</b> Board of Health, Council on Aging, Veterans Services, Library, Recreation, Historical Commission, Memorial Day Services	Online Audio/ Video Conference (unless otherwise posted)  Joint meeting at 7:00 PM
Monday, January 11, 2021	Joint Board of Selectmen & Finance Committee Meeting: <b>Benefits, Insurance &amp; Assessments</b> Retirement, Unemployment Insurance, Health & Dental, Property & Liability, FRCOG Assessment	Online Audio/ Video Conference (unless otherwise posted)  Joint meeting at 7:00 PM
Monday, January 25, 2021	Joint Board of Selectmen, Finance Committee, & Capital Planning Committee Meeting: <b>Capital Projects</b>	Online Audio/ Video Conference (unless otherwise posted)  Joint meeting at 7:00 PM
February 2021		
Monday, February 1, 2021	Joint Meeting: Open	
Monday, February 8, 2021	Joint Board of Selectmen & Finance Committee Meeting: <b>Education</b> <b>Union 28,Erving</b> <b>Elementary School, &amp; Secondary Education</b> <b>Franklin County Technical School</b>	Online Audio/ Video Conference (unless otherwise posted)  Joint meeting at 7:00 PM
Monday, Februray 22, 2021	Joint Meeting: Open	
Wednesday, February 24, 2021	<b>ATM Warrant Article Requests due</b>	<b>Board of Selectmen's Office by 5:00PM</b>
March 2021		
Monday, March 1, 2021	Joint Meeting: Open	
Monday, March 8, 2021	Joint Board of Selectmen & Finance Committee Meeting: Final FY2022 Budget Review and Adoption for ATM	
Monday, March 15, 2021		
Monday, March 22, 2021	Board of Selectmen Finalize Annual Town Meeting Warrant	
April 2021		
Friday, April 9, 2021	Budget & Annual Town Meeting Warrant available to Residents	
May 2021		
Wednesday, May 12, 2021	<b>Annual Town Meeting</b>	