

BUDGET DEVELOPMENT CALENDAR FISCAL YEAR 2024-25 BUDGET

Nov. 28, 2023	Budget package/forms sent to departments
Dec. 28, 2023	Departments submit budget requests via email to Darcy at executiveassistant@westonct.gov by Noon (Charter requires submission by Jan. 14)
Jan. 8 through Jan. 12, 2024	Departments meet with First Selectwoman, Town Administrator & Finance Director for a review of initial budget requests
Week of Jan. 15 th	Select departments (TBD) meet with First Selectman, Town Administrator & Finance Director for the purpose of follow up discussions
Feb. 2, 2024	Board of Selectmen receives proposed budgets from the Board of Education (Charter requires by Feb. 3 rd)
Feb. 9, 2024, 6:00 pm	Board of Selectmen receives First Selectwoman proposed budget books (Charter requires by Feb. 10 th)
Feb. 14, 2024, 6:00 pm	Board of Selectmen reviews Board of Education proposed budget.
Feb. 15, 2024, 7:00 pm	Board of Selectmen reviews the First Selectwoman's proposed budget
Feb. 26, 2024, 6:00 pm	Board of Selectmen votes on and transmits First Selectwoman's budget including any alterations as proposed, as well as the Board of Education budget (Charter requires by March 1 st). Board of Selectmen also nominates moderator for the ATBM.
March 4, 2024	Board of Selectmen proposed budget books sent to the Board of Finance
March 6, 2024, 6:00 pm	Board of Finance reviews Board of Education budget request
March 12, 2024, 6:00 pm	Board of Finance reviews Board of Selectmen budget request
March 14, 2024, 6:00 pm	Board of Finance continues reviews of Board of Education's budget request and Board of Selectmen's Budget, if necessary
March 22, 2024	Town Clerk to publish notice of public hearing on budget (Charter requires 10 days prior to public hearing)
April 2, 2024, 6:00 pm	Board of Finance holds public hearing on budget request (Charter requires this meeting be held at least two weeks prior to ATBM)
April 4, 2024, 6:00 pm	Board of Finance budget deliberation meeting
April 8, 2024, 6:00 pm	<i>(if necessary)</i> Board of Finance budget deliberation meeting
April 19, 2024	Town Clerk to publish and post notice of Annual Town Budget meeting (Charter requires at least five days prior to meeting)
April 24, 2024, 8:00 pm	Annual Town Budget meeting at Weston High School Auditorium
May 4, 2024, 12-8:00 pm	Annual Town Budget Referendum at Weston Town Hall
May 6, 2024	Board of Finance meets to set mill rate

*This schedule was adopted by the Board of Selectmen on December 7, 2023 and is subject to change
For the latest schedule, visit <https://www.westonct.gov/government/municipal-departments/finance>*