I. **Call to Order** – 1 min

II. **Establishment of Quorum** – 1 min (7:01 PM)

III. **Public Comment** – 5 mins (7:02 PM)

   (Two minutes per speaker, board retains the ability to move the agenda at any time.)

IV. **Written Communications / Correspondence** – 5 mins (7:07 PM)

   a. CCM State Budget Information Letter

V. **Treasurer’s Reports** – 1 min (7:12 PM)

   a. No reconciled data to review. Unreconciled data provided for individual board member review.

VI. **Old Business** – 1 hr 15 mins (7:13 PM)

   a. 2018-2019 Budget Preparation

      1. Presentation of Town Budget Proposal by First Selectman – 45 mins. (7:13 PM)

      2. Presentation of Capital Improvement Budget by First Selectman – 30 mins. (7:58 PM)

VII. **New Business** – 10 minutes

   a. Board of Education additional appropriation request - 5 mins (8:28 PM)

   b. Board of Selectman Line item to Line item transfer – 5 mins (8:33 PM)

   c. Discuss and set special meeting date for revenue budgeting and finishing draft budget for Public Hearing (TBD) – 5 mins (8:38 PM)

VIII. **Public Comment** – 15 minutes (8:43 PM)

   (Two minutes per speaker, board retains the ability to move the agenda at any time.)

*Procedural note:* Board of Finance Meetings are scheduled and planned for a maximum of two hours. Continuing a meeting beyond two hours may considered if there is a compelling reason to do so such as a consideration involving continuity of discussion, or speaker availability. This is done as a matter of consideration for the Public and Board Members since meetings are held during the work week and the decrease in productivity caused by meetings that extend beyond this limit.
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IX. Adjournment – 1 minute (8:58 PM)

Respectfully submitted,

Raymond P. Sulich Jr.
Canterbury Board of Finance Chairman