

**Concord Finance Committee May 2023 – April 2024 Schedule**  
**DRAFT**  
As of July 17, 2023

<b>Date</b>	<b>Day</b>	<b>Event</b>	<b>Comments</b>
May 25, 2023	Thursday	FC Regular Meeting	
June 22, 2023	Thursday	FC Regular Meeting	<ul style="list-style-type: none"> <li>• Input from Town, Select Board and School on their key issues</li> <li>• Town Capital plan primer</li> </ul>
July 20, 2023	Thursday	Joint FC and School committee Regular Meeting	<ul style="list-style-type: none"> <li>• School budget education for FC</li> <li>• Guideline overview for Schools and new members</li> <li>• School capital plan primer</li> </ul>
		FC Regular Meeting	<ul style="list-style-type: none"> <li>• Discuss FY 25 information request letters to Schools, Town</li> </ul>
August 11, 2023	Friday	Deadline for FY 25 Informational Letters	<ul style="list-style-type: none"> <li>• Letters to Town, Schools</li> </ul>
August 24, 2023	TBD Thursday	FC Regular Meeting Guidelines Meeting	<ul style="list-style-type: none"> <li>• Finance Committee training</li> <li>• Hilltop Securities update on Town financial position</li> <li>• Review draft Guideline metrics</li> </ul>
September 7, 2023	Thursday	Guidelines Meeting	<ul style="list-style-type: none"> <li>• Approve Guideline metrics</li> <li>• Hilltop Securities update on Town financial position</li> </ul>

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September 21, 2023	Thursday	FC Regular Meeting	<ul style="list-style-type: none"> <li>• Review estimated FY 2024 revenue and costs (Town and Schools)</li> <li>• Review projected FY 25 revenue</li> <li>• Review excess levy capacity and impact on property taxes</li> </ul>
October 19, 2023	Thursday	Guidelines Meeting	<ul style="list-style-type: none"> <li>• Reserve if necessary</li> </ul>
October 26, 2023	Thursday	FC Regular Meeting Guidelines Meeting	<ul style="list-style-type: none"> <li>• Review 5-year revenue and cost projections (all warrant-related spend except Enterprise Funds)</li> <li>• Set Preliminary Guidelines &amp; Estimate tax impact</li> </ul>
November 14, 2023	Tuesday	Capital Planning Forum #2	<ul style="list-style-type: none"> <li>• SC and Town present Capital Plans to Finance Committee (Tier 1, 2, and 3)</li> </ul>
November 16, 2023	Thursday	FC Regular Meeting	<ul style="list-style-type: none"> <li>• Review updated 5-year revenue and cost projections (all warrant-related spend except Enterprise Funds)</li> <li>• Capital plan input to Town and School</li> </ul>
November 27, 2023	Monday	FC Regular Meeting Guidelines Meeting	<ul style="list-style-type: none"> <li>• Set Final guidelines before November 29th</li> </ul>
December 2, 2023	Saturday	Warrant Opens Town Meeting Preview Meeting	
December 4, 2023		Capital Planning Forum #3	<ul style="list-style-type: none"> <li>• Joint SC-SB meeting</li> </ul>

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December 14, 2023	Thursday	FC Regular Meeting Guidelines Meeting	<ul style="list-style-type: none"> <li>Review revised budget proposals</li> <li>Vote on warrant article to shift FC Report to electronic format</li> </ul>
December 15, 2023	Friday	Deadline to submit Warrant Articles	<ul style="list-style-type: none"> <li>Submit FC Warrant Article(s)</li> </ul>
January 3, 2024	Wednesday	Warrant closes	
January 24, 2024	Wednesday	Warrant to printer	
January 18, 2024	Thursday	FC Regular Meeting	
February 7, 2024	Wednesday	Warrant mailed	
February 15, 2024	Thursday	FC Regular Meeting	
February 26, 2024	Monday	Public Hearing #1 - Select Board	
February 27, 2024	Tuesday	Public Hearing #1 - Select Board (backup)	
March 7, 2024	Thursday	Public Hearing #2 – Finance Committee	Town & Schools
March 12, 2024	Tuesday	Public Hearing #2 – Finance Committee (backup)	Town & Schools
March 13, 2024	Wednesday	Public Hearing #3 – Planning Board	
March 14, 2024	Thursday	Public Hearing #3 – Planning Board (backup)	
March 14, 2024	Thursday	FC Regular Meeting	
March 19, 2024	Tuesday	Public Hearing #4 – Finance Committee	CPC, Minuteman
March 20, 2024	Wednesday	Public Hearing #4 – Finance Committee (backup)	CPC, Minuteman
March 21, 2024	Thursday	Public Hearing #5 – Finance Committee	Enterprise Funds
March 26, 2024	Tuesday	Public Hearing #5 – Finance Committee (backup)	Enterprise Funds
March 28, 2024	Thursday	FC Regular Meeting	
March 29, 2024	Friday	Deadline for recommendations on Articles	
April 1, 2024	Monday	Deadline for FC Report	
April 3, 2024	Wednesday	FC Report to printer	
April 5, 2024	Friday	Deadline for draft Motions	
April 12, 2024	Friday	FC report made public	

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April 12, 2024	Friday	Moderator's ATM coordination meeting	
April 18, 2024	Thursday	Deadline to submit presentations for review & approval	
April 18, 2024	Thursday	FC Regular Meeting	• If necessary
April 24, 2024	Wednesday	Moderator's staff meeting	
April 25, 2024	Thursday	FC Regular Meeting	
April 28, 2024	Sunday	Annual Town Meeting	
April 29, 2024	Monday	Annual Town Meeting	• If necessary
April 30, 2024	Tuesday	Annual Town Meeting	• If necessary
May 1, 2024	Wednesday	Annual Town Meeting	• If necessary
May 23, 2024	Thursday	FC Regular Meeting	

## Other Key Dates

January 29, 2024	Monday	Town Caucus
March 6, 2023	Wednesday	Deadline for voter registration for annual election
March 26, 2023	Tuesday	Annual Town Election