

FY25 Schedule and Milestones | Version 10 (1 of 2)

May 2024

Priorities:

- Kick-off FY25
- ATM debrief
- Review mission, roles and responsibilities
- Make liaison assignment picks
- Start goals and key issues discussion

Meeting date(s):
Thu 5/23

Jun 2024

Priorities:

- Finalize liaison assignments
- Finalize goals and key issues to monitor
- Recap FY25 guidelines process and preview FY26

Meeting date(s):
Thu 6/20

Jul 2024

Priorities:

- Draft FY26 informational request letters to Town, CPS, CCRSD, and Minuteman to be sent in Sept.
- Notify Town, CPS, CCRSD, and Minuteman that FY26 requests are coming in Aug.

Meeting date(s):
Mon 7/8 w/SB
Thu 7/18

Aug 2024

Priorities:

- Review and approve FY26 guideline inputs/metrics
- Finalize and send FY26 request letters (request responses in Oct).

Meeting date(s):
Mon 8/19 w/SB
Mon 8/19
Thu 8/22 (visits)

Sep 2024

Priorities:

- Q&A with Town, Schools, and Minuteman on FY26 request letters
- Progress check on milestones and goals.

Meeting date(s):
Wed 9/4 (2229)
Thu 9/26

Oct 2024

Priorities:

- Review CPS, CCRSD (with Carlisle FinCom), and Minuteman FY26 budget info
- Kick-off planning for annual report

Meeting date(s):
Thu 10/24

Nov 2024

Priorities:

- 11/7: Review Town FY26 budget info
- 11/7: Review estimated tax impact of preliminary FY26 guidelines
- 11/18: Continue capital planning
- **11/21: Approve FY26 preliminary guidelines**

Meeting date(s):
Thu 11/7
Mon 11/18 w/SB
Thu 11/21

Note: For planning purposes only. All dates are tentative at this time.

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Dec 2024

Priorities:

- 12/16: Continue capital planning
- 12/19: Review revised five-year revenue and cost projections
- 12/19: Review tax impact of final FY26 guidelines
- **12/19: Approve final FY26 guidelines**

Meeting date(s):

Mon 12/16
w/SB
Thu 12/19

Jan 2025

Priorities:

- Review revised Town, CPS, CCRSD FY26 budgets
- [FYI: Deadline for issuing guidelines: 1/15]

Meeting date(s):

Thu 1/9

Feb 2025

Priorities:

- Review FinCom-relevant warrant articles (warrant closes 2/19)
- Draft annual report
- Prepare for public hearings

Meeting date(s):

Thu 2/27

Mar 2025

Priorities:

- Continue drafting annual report

Meeting date(s):

Thu 3/20

Apr 2025

Priorities:

- Hold public hearings:
 - Hearing 1 of 3 (4/10): Town, CPS, CCRSD
 - Hearing 2 of 3 (4/15): MM, CPC
- **4/25: Vote on FinCom-relevant warrant articles**
- Continue drafting annual report

Meeting date(s):

Thu 4/10 (PH1)
Tue 4/15 (PH2)
Thu 4/25

May 2025

Priorities:

- Hold public hearings:
 - Hearing 3 of 3 (5/1): Enterprise Funds
- **5/8: Vote on FinCom-relevant warrant articles**
- **5/8: Finalize and mail annual report (due 5/14)**
- 5/22: Final preparations for ATM

Meeting date(s):

Thu 5/1 (PH3)
Thu 5/8
Thu 5/22

Jun 2025

Priorities:

- Participate in ATM

Meeting date(s):

Mon 6/2 (ATM begins)

Note: For planning purposes only. All dates are tentative at this time.