

BUDGET POLICY STATEMENT  
GUIDELINE TO BUDGET PREPARATION

Background

Under our Town Charter, Section 2.4, the Town Council annually submits a budget policy statement to provide guidance during the creation and implementation of the annual Town Budget. The Budget Policy Statement for the Fiscal 2020-21 budget was adopted by this Town Council on November 26, 2019, long before the emergence of the current coronavirus pandemic.

Although the adopted Guidelines anticipated emergency situations and changes in conditions, the COVID-19 disease presents unprecedented challenges, including mandated school closures and employer shutdowns, quarantines and more. The Council members are not insensitive to the fiscal crisis or financial burdens that our citizens and taxpayers now face, but at the same time understand their obligation to maintain essential public services and also be forward thinking to the bright day when our Town, State, Nation and World emerge from this horrendous situation.

Further, as stated under the 2<sup>nd</sup> point of our Guidelines, “The budgets presented should reflect the guidelines presented herein as well as projected available revenue, anticipated funding shortfalls and potential impact of current economic conditions.”

Our Town has been blessed with a history of sound financial practices and a solid financial position, which together with prudent budgeting will enable us all to weather this storm.

Guideline Amendment

To provide the necessary balance between our community needs and citizens and taxpayers ability to pay, We, the members of the Town Council:

Direct our Town Manager and Department Heads to thoughtfully review their budget requests and strongly encourage our Board of Education to reflect on their budget request – whether presented or yet to be presented – and consider adjustments that will keep to an absolute minimum fiscal 2020-21 budget requests and recommendations submitted to the Board of Finance. This can be accomplished within the framework of the extension of the municipal budget process in Governor Lamont's Executive Proclamation No. 7 C.