December 19, 2025

FY 2027 Budget Action Calendar

DATE	ACTION
Monday, September 15, 2025	Town Manager issues instructions to Municipal Departments for FY27 Operating & Capital budgets
Friday, October 10, 2025	Municipal Departments submit preliminary listing of any proposed FY27 position changes with supporting justification to Human Resources (HR) with copy to Town Manager
Wednesday, October 15, 2025	Municipal Departments submit Calendar Year fee change requests to Town Manager
Monday, October 27, 2025	Town Manager & School Superintendent develop annual policy agreement on allocation of projected FY27 General Fund revenue growth
Monday, November 3, 2025	Departments (including School) submit Capital Improvements Project (CIP) data sheets *with supporting photos* and review of existing capital projects to Town Manager
Wednesday, November 12, 2025	Human Resources submits position changes summary including comments to Town Manager
Thursday, November 13, 2025	Town Manager conducts public hearing on any proposed changes to *Calendar Year* fees
Friday, November 14, 2025	CIP Task Force provided copy of CIP submissions
Friday, November 14, 2025	Superintendent issues Operating budget instructions for School Department
Tuesday, December 2, 2025	CIP Task Force conducts workshop on CIP submissions
Thursday, December 4, 2025	Town Council conducts a joint meeting with the School Committee in accordance with Town Charter to review the financial condition and financial policies of the Town
Thursday, December 4, 2025	Annual Organization of Town Council (TM must submit budget to Town Council within 170 days per M.G.L. 44 § 32) (Friday, May 22, 2026)
Friday, December 5, 2025	Municipal Department Managers submit Operating Budget *Decision Packages*
Friday, December 19, 2025	School site/department submit Operating Budget requests
Friday, January 9, 2026	Municipal Department Managers submit Operating Budget *Narratives* including photos
Wednesday, January 14, 2026	Municipal Departments submit Fiscal Year fee change requests to Town
Wednesday, February 4, 2026	School Committee Meeting – Initial Presentation of FY27 Budget
Wednesday, February 11, 2026	School Committee Workshop (Round Table Review of Budget)
Friday, February 20, 2026	Town Manager submits recommended FY27 Capital Budget to Town Council per Part VI, Section 6-5 (d) of the Charter (*TC must adopt plan BEFORE June 1, 2026)*
Tuesday, March 3, 2026	CFAC submits their review of the recommended FY27 Capital Budget to Town Manager & Town Council
Wednesday, March 4, 2026	School Committee Meeting – FY27 Budget Review
Thursday, March 12, 2026	Town Council conducts first reading of FY27 Capital Budget Orders. Capital Budget presentation made to the Town Council
Tuesday, March 17, 2026	Town Manager conducts public hearing on any proposed changes to *Fiscal Year* fees
Wednesday, March 18, 2026	FY27 School Operating Budget Public Hearing
Thursday, March 26, 2026	Town Council conducts first public hearing on FY27 Capital Budget
Wednesday, April 1, 2026	School Committee meeting to adopt FY27 Operating budget
Monday, April 13, 2026	School Department last day to submit adopted FY27 School budget to Town Manager
Thursday, April 16, 2026	Town Council conducts second public hearing on FY27 Capital Budget
Tuesday May 12, 2026	CFAC submits their review of the recommended FY27 Operating Budget to Town Manager & Town Council
Wednesday, May 13, 2026	Town Manager submits recommended FY27 Operating Budget to the Town Council. Town Council must adopt budget within 45 days (by June 26, 2026) otherwise it becomes part of FY27 appropriations per Section 6-3 (b) of the Charter)
Thursday, May 28, 2026	Last Town Council meeting to adopt FY27 proposed Capital Budget (Must be adopted by June 1, 2026)
Thursday, May 28, 2026	Town Council conducts first reading of the FY27 Operating Budget Orders. Operating Budget presentation made to Town Council.
Thursday, June 11, 2026	Town Council conducts first public hearing on FY27 Operating Budget
Thursday, June 25, 2026	Town Council conducts second public hearing on FY27 Operating Budget Date is subject to Town Council approval.
Friday, June 26, 2026	Special Town Council meeting (if needed) last day to act on FY27 proposed Operating Budget.

Town Council Action School Committee Action Town Manager Action Municipal & School Dept./CFAC Action