

FY2025-2026 Budget Calendar – Town of Richmond

Monday January 6, 2025 @ 3:00pm	Budget Calendar/Budget Worksheets to Department Heads - Department Heads begin Budget Process - Manager schedule budget meetings with Department Heads
Monday January 6, 2025 @5:30pm	Board of Selectmen Meeting - Town Manager presents/reviews Budget Calendar
Monday February 3, 2025 - Thursday February 27, 2025	Department Heads meet with Town Manager to review/complete budgets (operations and capital)
Thursday, February 6, 2024	All proposed ordinances due to Town Manager
Tuesday, February 18, 2024 @5:30pm	Board of Selectmen Meeting All proposed Ordinance Changes presented to BOS
Monday March 17, 2025 @5:30pm	Board of Selectmen Meeting w/Budget Committee - Town Manager present/review Draft Budget/Ordinance
Monday March 24, 2025 @ 5:30pm	Special Board of Selectmen Meeting w/Budget Committee - Administration Budgets - Non-Department Head Budgets - Code Enforcement Budget
Monday March 31, 2025 5:30pm BOS Meeting 6:00pm Joint BOS/Budget Comm Meeting	Board of Selectmen Meeting w/Budget Committee - Police Department Budget (Including Animal Control) - Recreation Department Budget - Library Department Budget
Tuesday, April 1, 2025	All Town Report Information due
Monday April 7, 2025 @ 5:30pm	Special Board of Selectmen Meeting w/Budget Committee - Senior Center Budget - Public Service Agency Funding Requests - Fire Department Budget
Thursday, April 10, 2025	Nomination Papers due to Town Clerk
Monday April 14, 2025 5:30pm BOS Meeting 6:00pm Joint BOS/Budget Comm Meeting	Board of Selectmen Meeting - BOS Final approval of proposed ordinances Board of Selectmen Meeting w/Budget Committee - Public Works Budget (including solid waste/parks/cemeteries/Town fuel) - Overall budget review/follow up – if needed
Tuesday April 22, 2025 @ 5:30pm	Special Board of Selectmen Meeting w/Budget Committee - BOS/Budget Committee Budget review/discussion - BOS vote to approve proposed budget - Budget Committee vote to approve proposed budget
Monday April 28, 2025 @5:30pm	Board of Selectmen Meeting/Ordinance Changes - Draft Town Meeting Warrant presented to BOS by T/M - BOS approve Warrant
Tuesday April 29, 2025	Final Draft of Warrant/Ballot to Town Clerk to be printed
March TBD	Planning Board Public Hearing Ordinance Changes
Tuesday, June 3, 2025	Town Meeting
Tuesday, June 10, 2025	Elections

FIRST DRAFT: 12/17/24

SECOND DRAFT: 1/13/25