

TOWN OF BURRILLVILLE



TOWN BUILDING
HARRISVILLE, R.I.

BUDGET CALENDAR – Fiscal Year Ending June 30, 2025

Capital and Operating Budgets

November/December	Departments Prepare Budget Requests - Operating and Capital
December 11, 2023	Municipal/School Departments submit Capital Improvement Budget Requests to Finance
December 29, 2023	Municipal/School Departments submit Operating Budget Requests to Finance
January 30, 2024	Joint pre-budget meeting – Town Council, School Committee and Budget Board – 6:00pm
March 4, 2024	Budget Board submits Capital Improvement Budget (CIP) recommendation to Town Manager (Date required by Ordinance is first Monday of March - Ordinance §2-112 (d))
April 1, 2024	Budget Board submits FYE2025 Operating Budget recommendations to Town Manager (Charter Due Date is first Monday in April - Charter §10.05(B))
April 3, 2024	Public Notice of the Public Hearing on Capital Improvement Program (CIP) Budget
April 4, 2024	Manager submits his Capital Improvement Budget (CIP) recommendation to the Town Council
April 10, 2024	7:00 p.m. Public Hearing – CIP Program Adoption of FYE2025 CIP Program & update of the 5-Year Plan (Ordinance deadline is April 15, 2024 - Ordinance §2-112 (g))
April 19, 2024	Town submits budget data and ads to the State for review and approval.
May 6, 2024	Manager submits his Operating Budget recommendations to the Town Council (Charter Due Date: First Monday in May – Charter §10.05(C))
May 6, 2024	Last Date that three (3) ads need to appear advising the public of the proposed budget, proposed tax changes, and dates of public hearings. The final ad needs to appear at least ten (10) days before the first public hearing. (Charter §10.05(E))
May 16, 2024	7:00 p.m. 1st Public Hearing – Municipal Budget
May 23, 2024	7:00 p.m. 2nd Public Hearing – School Budget (Last two Thursdays of May)
May 30, 2024	7:00 p.m. - Additional Public Hearing Date (if necessary)
June 12, 2024	7:00 p.m. - Budget Adoption (1st Council Meeting in June) (Charter §10.05(F))
June 26, 2024	7:00 p.m. - Final Budget Adjustments (if necessary) (2nd Council Meeting in June)
July 1, 2024	New Fiscal Year begins

Council Workshops	May be scheduled as needed before or after the Public Hearings.
We have reserved the first week of June for workshops unless there are other dates to consider.	
Line Item Veto Charter §10.05(G)	Manager may veto any item within seventy-two hours. Council may override the veto by affirmative vote of four (4) members
Voter Initiative Charter §10.05(I)	Referendum on changes to department budgets may be held upon the petition of fifteen percent (15%) of the voters.
NOTE: BOLD Print references important Town Council Dates.	