

ITEM	DATE	DESCRIPTION
Departmental Salary Projections issued	Monday, August 18, 2025	Departments to review/validate employee roster, positions, compensation and benefits
Departmental Capital Budget templates issued	Monday, August 25, 2025	Departments to review, update five-year plan and current-year capital budget requests
Due date for departmental review of Salary Projections	Friday, August 29, 2025	Dept. review of salary projections should be complete and changes/updates returned and communicated to Finance Dept.
Dept. Operating Budget templates issued	Monday, September 8, 2025	Departments to review and update Operating Budget requests.
Due date for departmental review/submission of Capital Budget plan and requests	Wednesday, September 10, 2025	Dept. review of 5-year capital plan and current year Capital Budget requests should be complete and changes/updates returned and communicated to Finance Dept.
Due date for departmental review/submission of Operating budgets	Monday, September 22, 2025	Dept. review of FY 26 Operating Budget and budget requests should be complete and changes/updates returned and communicated to Finance Dept.
First draft of capital plans/budgets issued to departments.	Monday, October 6, 2025	Finance department will have compiled and done a preliminary consideration of capital plan/budget submissions from departments and will re-issue preliminary capital budget/plan for follow-up review by departments.
First draft of operating budgets issued to departments	Monday, October 6, 2025	Finance department will have compiled and done a preliminary consideration of operating budget submissions from departments and will re-issue preliminary operating budgets for follow-up review.
Admin/Dept review of budget submissions	10/6/2025 - 10/24/2025	Admin, Finance, and Department meetings and discussion regarding budget requests.
Final Budget review and compilation	10/27/2025 - 11/14/2025	Final budget compiled based upon budget requests, administrative review, departmental feedback, etc. taking into account balanced budget and Financial Policy requirements.
Draft budget to Town Manager	Friday, November 21, 2025	Deliver final, first-draft Town-wide budget to Town Manager for final review
Preparation of first draft of Town-Wide Budget	12/1/2024 - 12/19/2025	Finalize budget based upon Town Manager review
Due date to finalize budget presentation	Monday, December 22, 2025	
Select Board Scheduled Meeting Date - Operating and Capital Budget Presentation	Monday, January 5, 2026	Joint Meeting of SB and FC, Open ATM Warrant
Finance Committee potential meeting date	Thursday, January 15, 2026	Budget review - Elected & General; Municipal Admin, Finance & Ops; Unallocated; Debt
Select Board scheduled meeting date	Monday, January 26, 2026	
Finance Committee scheduled meeting date	Thursday, January 22, 2026	Regular meeting date - was rescheduled to 1/15/26.
Finance Committee potential meeting date	Wednesday, January 28, 2026	
Nauset Regional School District Budget Workshop	Thursday, January 29, 2026	Hosted at High School auditorium
Select Board scheduled meeting date	Monday, February 2, 2026	
Finance Committee potential meeting date	Thursday, February 5, 2026	Budget review - Health & Environment; Town Clerk; and Fire Department
Finance Committee potential meeting date	Thursday, February 12, 2026	Budget review - Community Development; Police Department & Dispatch

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Finance Committee potential meeting date	Thursday, February 19, 2026	Budget review - DPW: Highways; Facilities; Natural Resources; Sanitation; Water EF
Select Board scheduled meeting date	Tuesday, February 17, 2026	Update and review of budget and warrant articles; Close ATM Warrant
Finance Committee scheduled meeting date	Thursday, February 26, 2026	Budget review - Community Services: Library; Recreation; COA
Select Board scheduled meeting date	Monday, March 2, 2026	Update and review of budget and warrant articles
Finance Committee potential meeting date	Thursday, March 5, 2026	Town Meeting Warrant discussion: Articles, FinComm Report
Finance Committee potential meeting date	Thursday, March 12, 2026	Town Meeting Warrant discussion: Articles, FinComm Report
Select Board scheduled meeting date	Monday, March 16, 2026	Update and review of budget and warrant articles.
Finance Committee potential meeting date	Thursday, March 19, 2026	Budget Review - Education: EES, CCT, NRSB
Select Board Additional meeting date - Budget Hearing w/ Finance Committee	Monday, March 23, 2026	Update and review of budget and warrant articles. Joint Meeting of SB and FC - votes/recommendations of each maybe taken.
Finance Committee scheduled meeting date	Thursday, March 26, 2026	Regular meeting date but postpone to 4/2, but available if additional meeting is needed
SB Open Meeting Date, available if needed.	Monday, March 30, 2026	
Finance Committee potential meeting date	Thursday, April 2, 2026	Final budget wrap up meeting
Warrant goes to printer	Friday, April 3, 2026	
Select Board scheduled meeting date	Monday, April 6, 2026	
Post TM & Election Warrant with Town Clerk	Friday, April 17, 2026	Due date is 4/20/2026
Select Board scheduled meeting date	Monday, April 20, 2026	
Pre-Town Meeting	tbd	
SB Open Meeting Date, available if needed.	Monday, April 27, 2026	
Town Meeting	Monday, May 4, 2026	
Town Election	Tuesday, May 19, 2026	

Departmental due dates/deadlines
Joint meetings
Select Board meetings
Finance Committee meetings