

Town of Enfield  
2023 Proposed Budget Calendar

Task	Date	Notes/Requirements
1 Budget Officer furnishes the heads of administrative units with budget request forms	8/5/2022	
2 Administrative unit heads submit estimates to the budget officer	8/31/2022	On or before September 20th (Town Law)
3 The budget officer files the tentative budget with the Town Clerk	9/23/2022	Not later than September 30th (Town Law)
4 The Town Clerk presents the tentative budget to the Town Board	9/28/2022	On or before October 5th (Town Law)
5 The Town Board makes revisions and prepares the preliminary budget	9/28/2022 - 10/12/22	Prior to public hearing (Town Law)
Budget Work Session	9/28/2022	Additional meeting
Budget Work Session	10/5/2022	Additional meeting, if needed
Budget Work Session	10/12/2022	Regular business meeting
6 The preliminary budget is filed with the Town Clerk	10/14/2022	
7 Notice of public hearing	10/17/2022	At least five days shall elapse between the date of first publication and the date specified for the public hearing (Town Law)
8 The public hearing is held	10/26/2021	On or before the Thursday immediately following the general election (Town Law)
9 Final revisions to the preliminary budget are made	11/4/2022	After the public hearing but prior to adoption (Town Law)
10 The budget is adopted by the Town Board	11/9/2022	Not later than November 20th (Town Law)