

Meeting: 1/06/2025
Moved by: C. Damone
Seconded by: C. Coleman

Resolution 2025-22

Budget Calendar 2026

BE IT RESOLVED that the 2025 Budget Calendar be approved as shown on the attached document (Appendix A.3).

Financial Impact:
N/A

	Ayes	Nays
Councilmember Brucker	<u> X </u>	_____
Councilmember Coleman	<u> X </u>	_____
Councilmember Damone	<u> X </u>	_____
Councilmember Goodman	_____	_____
Supervisor Lowell	<u> X </u>	_____

Town of Newport
Budget Calendar – Fiscal Year 2026

Description	Date
Town Board adopts Budget Calendar (Annual Reorganization Meeting in January)	January 6
Budget Officer files Tentative Operating Budget with Town Clerk (<i>No later than September 30</i>)	September 30
Tentative Budget submitted to Town Board; Copies placed on file in the Town Office (<i>At regular or special meeting of the Town Board, No later than October 5</i>)	September 30
Setting of Elected Officers' Salaries by Town Board Resolution (First Regular October Town Board Meeting)	October 7
Review of Tentative Budget by Town Board; Preliminary Budget filed with Town Clerk (if Town Board makes changes to Tentative Budget; otherwise Tentative budget becomes Preliminary Budget) (<i>Prior to publication of legal notice for Public Hearing on Tentative Budget</i>)	October 7
Town Clerk to publish Notice of Public Hearing on Preliminary Budget including Elected Officials' Salaries (Must be published 25 days prior to the Public Hearing)	October 10
Hearing on Preliminary Budget (<i>Public Hearing to be Held on or before the Thursday following the general election, and may not be adjourned beyond November 15</i>)	November 4
Budget to be Adopted (No later than November 20)	November 18

<i>Town budgets shall be certified to the County at least one week prior to the last Tuesday in November.</i>	November 21
Budget Officer assists the Town in making the adopted budget available on the Town website.	December 15
County sends reports for final approval. Town to reconcile and approve.	Mid-Late December
Budget Officer to approve and confirm to the County.	As soon as available
County to print tax bills.	Mid-Late December
Town Clerk to receive tax bills and process for mailing.	As soon as available

Note: *Italics indicates legal requirement.* Any date that falls on a weekend or holiday reverts to the prior workday.