

Town of Enfield  
2025 Proposed Budget Calendar

Task	Date	Notes/Requirements
1 Budget Officer furnishes the heads of administrative units with budget request forms	8/2/2024	
2 Administrative unit heads submit estimates to the budget officer	8/30/2024	On or before September 20th (Town Law)
3 The budget officer files the tentative budget with the Town Clerk	9/13/2024	Not later than September 30th (Town Law)
4 The Town Clerk presents the tentative budget to the Town Board	9/18/2024	On or before October 5th (Town Law)
5 The Town Board makes revisions and prepares the preliminary budget	9/18/2024-10/9/2024	Prior to public hearing (Town Law)
Budget Work Session	9/18/2024	Special Board Meeting
Budget Work Session	10/2/2024	Additional Meeting for Budget Work
Budget Work Session	10/9/2024	Regular Business Meeting
6 The preliminary budget is filed with the Town Clerk	10/11/2024	
7 Notice of public hearing	10/16/2023	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	10/23/2024	On or before the Thursday immediately following the general election (Town Law)
9 Final revisions to the preliminary budget are made	10/23/2024	After the public hearing but prior to adoption (Town Law)
10 The budget is adopted by the Town Board	10/23/2024	Not later than November 20th (Town Law)