**Shelburne Finance Committee Meeting Agenda for**

**7 pm., Wednesday, July 27, 2022**

**Shelburne Fire Station**

**18 Little Mohawk Road**

1. Call to Order

2. Approve meeting minutes if available.

4. New Business

A. Committee reorganization

B. New members

C. FY 2024 Budget goals

D. Meeting with town departments

E. Capital Planning

5. Old Business

A. Ancient Glacier

6. Other issues not anticipated 48 hours before the meeting

7.  Next meeting date?

8.  Adjournment

Committee reorganization

* Volunteer to post Agendas and circulate to members
* Suggest Agenda be developed by members at end of each meeting along with determining next meeting date, time, place.

New Members

Suggest:

* Each of us have a list of those people we will contact.
* These lists will be shared. Any positive responses will be circulated via email immediately.
* Who will be responsible for letting Roland Giguere know?
* Approach include:

Explanation of the role of the Finance Committee:

(from town web site)

*The finance committee’s primary statutory responsibility is to advise and make recommendations to town meeting regarding the budget and other areas of finance. Although the role of the Finance Committee is advisory, their opinions usually carry significant weight at Town Meetings.*

*Another important function of the Finance Committee involves making transfers from the town’s reserve fund (a contingency fund normally created as part of the annual budget appropriations) to other line items in the budget for extraordinary or unforeseen occurrences.*

*Members of the Finance Committee are appointed by the Town Moderator.*

* Should an individual express interest, explain that the Moderator is tasked with appointing the members of the Fin Com and has given us permission to bring our suggestions to him for consideration.

Jim encourages us to find one individual who lives in the village and one from the center.

1. Strategies for consideration:

* Note/Share Colrain Fin Com Web Site.
* After contacting group in Colrain for update/support, consider scheduling quarterly joint meetings with District Towns Fin Coms.
* Check with State Open Mtg Law regarding legal parameters for forming ad hoc committees as sub committees of Fin Com?
* Form an ad hoc committee to focus on District? Tasks? Purpose?
* Invite Dolores Root,

1. FY 2024 Budget Goals? *We will likely need help from Jim at a future meeting in determining these.*
2. Meeting with Town Departments:

* List of departments? Only those with capital requests? Terry N. circulates these. When?

Arms Library

Shelburne Free Library

Highway Department

Police Department

Emergency Management

MTRSD

* Within what time frame would this best occur?
* Should we ask that they attend one of our meetings?
* Do we want to continue to have one of us agree to act as liaison and attend library trustee meetings?
* Do we want to go as group to town garage, meet with Mark?
* Should DWA continue as liaison to School Committee & attend all general meetings, meeting of budget sub comm mtgs, other?

1. Capital Planning:

* What might be our overall approach/philosophy and recommendation for capital planning?
* Put this in writing for reference?
* What has been learned this past year that would be useful going forward?
* What specific changes would we recommend to the Selectboard? Others?

1. Items not anticipated?

For future discussion/agenda:

* 6 mo prior to end of term, determine: re-up? Start recruiting process?
* Invite History/Social Studies teacher to invite students to learn about town government & attend our meetings, mentored by one or more of our members?
* Retain list of future topics to be reviewed at end of each mtg?

1. Next meeting: date \_\_\_ time \_\_\_ location\_\_\_posted by (member name)

Agenda for next meeting. Suggest we formulate this at end of each meeting.