­ Shelburne Finance Committee Meeting

Monday May 22, 2023, 5:30 pm

Shelburne Fire Station

18 Little Mohawk Road, Shelburne

Minutes

Call to order: Meeting called to order at 5:35 pm by Terri Mitchell. Those present include, Finance Committee members Matt Popoli, Jay Readinger, and Deb Andrew. Absent: Todd Dubreuil.

1. Old Business:

* Reviewed Draft Meeting Minutes: 2/27/23, 3/06/23, 3/13/23, 3/24/23, 3/27/23, 4/06/23, 4/10/23, 4/19/23, 4/24/23, 4/28/23, and 5/01/23. Motion made to accept all Draft Minutes as amended for posting by Jay Readinger, seconded by Deb Andrew. Motion passed unanimously.
* Committee talked about spending the summer months evaluating and streamlining the Town Budget process for Departments and Committees. Discussed revising and standardizing the Budget Request Forms to include all pertinent information needed for budget request review by the Finance Committee.
* Discussed the role and responsibility of the Finance Committee. Many financial decisions have recently been made without any Finance Committee input or knowledge.
* Committee working during the summer to review the Town’s Capital Plan and Policies. Would like to see the plan scheduled out for the next 10 years.
* Review decisions voted on at the Town Meeting.

2. New Business:

* Review Committee Members roles and responsibilities. Need to distribute the Committee’s tasks amongst members so not to overload any one member.

3. Other Issues not anticipated 48 hours before the meeting: None

4. Next Meeting: June 26, 2023 @530 pm.

5. Motion to Adjourn by Matt Popoli, seconded by Jay Readinger. All in favor. Adjournment at 7:25 pm.