Shelburne Finance Committee Meeting

Monday February 12, 2024, 5:30 pm

Shelburne Fire Station

18 Little Mohawk Road

Minutes

Call to order: Meeting called to order at 5:40 pm by Todd Dubreuil, Chairman. Those present include, Finance Committee members Jim Burnham, Jay Readinger. Absent; Terri Mitchell, Matt Popoli. No guests.

1. Old Business:

* Draft Meeting Minutes for 1/29/24 have been distributed for review. No action taken on approval.
* Streetlights Update – No update.
* Continued the discussion on Capital Planning, Capital Spending and Capital Requests. The feeling of the committee is that we could do a much better job of capital planning. A complete inventory of town capital assets may need to be made to get a good handle on this.

2. New Business:

* Attended (via Zoom) the Selectboard meeting for the Budget hearings for the Arms LIbrary and the Planning Board. Joined their meeting at 6 PM; left at 7:10. Discussion of the Arms Library request took nearly an hour. Main points were the increase in the Library Director’s salary and the Assistant’s salary. The trustees stated that increases were based on the Shelburne Free Public Library director’s salary (Arms Director) and on FRCOG data (Assistant). Use of two separate single data sources rather than a single comprehensive source was questioned. When asked if the trustees had considered the Buckland Director’s salary, it was indicated that they had not. Terry Narkewicz indicated that the town departments had been given salary increase guidance of 4% for budget preparation purposes.
* Arms LIbrary capital requests (elevator and oil tank) were discussed. When questioned, the trustees indicated that they understood the terms of their lease with the town that makes maintenance and capital expenditures for the building their responsibility. The $10,000 elevator request is basically asking that the town set aside that amount for future needs of the elevator. Terry N indicated that a Housing Fund account has typically been used in the past for handicapped access and similar projects. Current balance in that account reported approximately $195,000. The trustees report that they have investigated the oil tank and find that it may not need replacement. That request may be withdrawn.
* Planning board budget request taken under advisement. No significant discussion.
* Free Public Library budget hearing postponed until March 11.

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

4. Next Meeting: February 26, 2024 at 5:30 pm at the Fire Station.

5. Motion to Adjourn by Jay Readinger, seconded by Todd Dubreuil. All in favor. Meeting adjourned at 7:50 pm.