­ Shelburne Finance Committee Meeting

Monday February 26, 2024, 5:30 pm

Shelburne Fire Station

18 Little Mohawk Road

Minutes

Call to order: Meeting called to order at 5:30 pm by Todd Dubreuil, Chairman. Those present include, Finance Committee members Terri Mitchell, Jim Burnham, Jay Readinger, and Matt Popoli.

Appointments:

* 6:00 – MTRSD Sustainability Presentation Phase II
* 6:30 – Juli Moreno, Shelburne Senior Center
* 7:00 – Karen Tonelli, Board of Assessor’s

1. Old Business:

* Reviewed the Draft Meeting Minutes for 1/29/24 and 2/12/24 for revisions and/or approval. Motion made to accept Minutes as written. All in favor. Motion passed unanimously.
* Several Committee Members inquired on the schedule/status of the Annual Town Audit. Todd said that he would check with the Town Administrator on where the Audit is at this time. It was also requested that the Committee be provided a copy of the Engagement Letter so the scope of the Audit could be determined.
* Joined the Selectboard Meeting at 6:00 pm for the MRTDS Sustainability Presentation Phase II presented by Jake Eberwein, Berk12 Director. Jake outlined the goals and objectives for Phase II of the Study. The Study is looking at long-term alternatives/solutions for the Schools and Towns in the District.
* Joined the Selectboard Meeting at 6:35 pm for the Senior Center Budget Presentation by Juli Moreno. The Senior Center Budget represents an overall 2.10% increase over FY 2024’s budget.
* Karen Tonelli from the Board of Assessor’s Office presented the Assessor’s Budget request. Their budget includes a request for funds to have an updated Appraisal of all 504 properties owned by New England Power and NStar and the dams and substation owned by Great River Hydro and Central Rivers Power located in Shelburne. The last Appraisal was performed in FY 2022. Our next Appraisal would need to be performed in FY 2027. The appraisal would be for a one-year contract, FY 2025, for $45,000, or a 3-year contract, FY 2025 – 2027, for $27,500 per year.

2. New Business:

* Streetlights Update – Todd Dubreuil gave an update on the progress of the Streetlight Committee. They are working towards a number to be presented for the project cost.
* Continued the discussion on Capital Planning, Capital Spending and Capital Requests. Discussed charging someone with the responsibility of monitoring all Town Buildings and staying abreast of repairs and maintenance necessary to keep Town Buildings in good working condition.
* Bill Latoille from MTRSD presented to the Finance Committee and Selectboard an additional Capital Request for FY 2025 of $17,104, $13,483 for BSE and $3,621 for MTRSD, for the upgrade for the 911 Phone System as required by the State. The Town was given the option to use surplus capital funds for our share of the upgrade for raise additional funds. It was decided that the Town Administrator would run it by Town Council to see if we can authorize the use of surplus capital funds or if it needs to go before Town Meeting for funding.

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

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

March 11, 2024 at %:30 pm at the Fire Station.

5. Motion to Adjourn by Terri Mitchell, seconded by Todd Dubreuil. All in favor. Meeting adjourned at 8:20 pm.