­  Joint Meeting of the Shelburne Finance Committee & Selectboard

Thursday April 4, 2024, 4:00 pm

Shelburne Fire Station

18 Little Mohawk Road

Minutes

Note: Meeting Posted with a Zoom link. Due to the Snow/Ince Storm earlier in the day, Zoom was not available.

Call to order: Joint Meeting called to order at 4:20 pm by Andrew Baker, Selectboard Vice-Chairman. Those present include, Finance Committee members Todd Dubreuil, Terri Mitchell, and Jim Burnham. Absent: Jay Readinger, and Matt Popoli. Selectboard Members, Rick LaPierre and Andrew Baker, and Town Administrator, Terry Narkewicz.

1. **Old Business:**

Review FY 2025 Proposed Operating & Capital Budgets:

* **Omnibus Budget Article # 7** – After review of Omnibus Budget Article # 7, the following changes were made and proposed by the Finance Committee and Selectboard:
* Acct # 001 161 5408 – Records Preservation: Request of $6,000 reduced to $0.00. A balance of $12,081 remains in the account from prior years.
* Acct # 001 422 5126 – Highway Salaries: Request of $1.00 per hour pay increase for a Highway Department Employee was denied. If the Employee is a certified mechanic/fabricator, his job description should be reclassified placing him on a higher wage scale.
* 001 422 5360 – Highway Grant Administration: Request of $13,200 for grant writing and managing was approved as written.
* Acct # 001 422 5418 Buildings & Grounds: Increase the Buildings & Grounds Account by $1,750. Arms Academy Alumni requested that the Town contribute to the restoration of their 60 ft flag pole. Rather treat the request as a capital expense, the request will be handled in the operating budget.
* Acct # 001 423 5400 – Snow Budget: Discussed whether or not to increase the Snow & Ice Budget by $15,000. Since this line item can be overspent, it was questioned whether we should raise it or not. It was decided to keep it as proposed and any surplus funds would be returned at the end of the year.

Selectboard voted to accept the above changes to Omnibus Article # 7, unanimously.

* **Capital Requests for FY 2025** – After a review of Capital Requests, the following changes were made:
* MTRSD Capital Assessment – The School District originally requested $76,939. After applying surplus capital funds from previous projects of $ 20,155, the Capital Assessment was reduced to $56,784 and will be recertified.
* Arms Academy Request for $1,750 – Request was moved to Acct # 001 422 5418 – Buildings & Grounds.
* Highway Department Requests – The request of a Highway Lawn Mower, a One-Ton Chevrolet Truck, and a 6-Wheel Dump Truck, were not funded. The three requests were not on the town’s capital plan for FY 2025 and they also did not fall into the emergency needs criteria.
* GASB Compliance – After much discussion, the Selectboard choose not to fund $10,000 requested by the Finance Committee to bring the Town’s Accounting into compliance with Governmental Accounting Standards at this time.
* Wage & Classification Study for the Police Department – Terry Narkewicz proposed earmarking $10,000 from Stabilization to conduct a wage and classification study specific to the Police Department. Chief Bardwell would like the Police Department to be current and competitive in terms of wages and benefits in order to retain his staff and to attract other qualified officers in the future.

Selectboard voted to accept the above Capital Requests, unanimously.

2. **New Business:** None

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

4. **Next Meeting:**

5. **Adjournment**: Motion to Adjourn by Todd Dubreuil, seconded by Jum Burnham. All in favor. Meeting adjourned at 7:20 pm.

Respectfully submitted,

Terri Mitchell,

Finance Committee