



# Town of Shelburne, Vermont

CHARTERED 1763

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## Pro-Tem Financial Advisory Committee Meeting Minutes, April 10, 2020

Present by teleconference or telephone: Don Porter, Roz Graham, Catherine Collette, Ken Albert, Tim Williams; also Tom Tompkins, Scooter MacMillan (Shelburne News), Town Manager Lee Krohn.

Don Porter called the meeting to order at 4:04 P.M. with a roll call. The agenda was approved by consensus. There were no public comments on items not on the agenda. Motion by Denenberg to approve the minutes of April 7; seconded by Graham and approved unanimously.

Updates were offered on various work tasks. Porter noted that much has been accomplished in a short period of time. Graham and Collette offered updates on the business survey, responses received to date, intent to publicize more widely, and consideration of a separate survey for residents. The Town's COVID-19 web page needs further refinement; separating into three sections was thought helpful, focusing on financial information/assistance, personal and public health, and Town announcements/local business promotion. Albert and Williams are both willing to help anyone with the SBA loan application process.

Further discussion focused on possible economic impacts upon the Town itself, comparisons with prior economic upheavals, and an intent to create scenarios modeling slight, moderate, and severe impacts. Krohn and Frankenburg continue to analyze the current fiscal year budget to illustrate the Town's current and likely fiscal positions at the end of the fiscal year (June 30), budget cuts or deferrals of expenses that could happen now, as well as further scrutiny of next year's already challenged budget to consider risks to anticipated revenues, and to seek expense deferrals or reductions as may be appropriate or necessary.

Porter facilitated further review of a draft document to be presented to the Selectboard on April 14

Next meeting: Friday, April 17, 2020 at 4:00 P.M. Agenda and Zoom teleconference details will be distributed. Focus will be on a review of the Selectboard presentation, as well as continued next steps as requested or needed.

Motion by Williams to adjourn the meeting at 5:06 P.M.; seconded by Denenberg and approved by all.

Respectfully submitted by Lee Krohn.

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For the Committee

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Date