



Town of Shelburne, Vermont

FINANCE COMMITTEE MEETING MINUTES

Thursday, November 12, 2020

4:00 P.M.

Shelburne Town Offices, 5420 Shelburne Road, Shelburne, Vermont

The remote meeting was called to order at 4:05 P.M. Roll call was taken.

Present: Chair Don Porter, Tom Denenberg, Roz Graham, Tim Williams, Ken Albert; also Town Manager Lee Krohn, Finance Director Peter Frankenburg, and CVSD CFO Jeanne Jensen.

Upon a motion by Graham, seconded by Williams, the agenda was approved unanimously.

Motion by Albert to approve the October 29 minutes; seconded by Williams and approved unanimously.

There was no public comment.

Jeanne Jensen explained how bonding for capital projects is now spread across the five towns in the district, and the new balancing act needed to help ensure reasonable equity of investment and improvements across all five towns. The current approach is to consider smaller bonds in the \$5-6M range every two or three years, rather than waiting a longer time and presenting much larger bond proposals. As for funding, these capital improvement bonds become part of the overall operating budget for the District presented to voters in each town each year. It is helpful and important for School District and Town to keep each other informed and work together toward defensible and affordable budgets.

Porter then presented a detailed overview of the current draft capital improvement plan in spreadsheet form, with presumed interest rates and term lengths to illustrate possible fiscal ramifications for each future year. The foundation of a CIP is planning ahead for major expenses/investments, while trying to 'pace' these over time to try to maintain reasonably level budget impacts over time. Other considerations include life expectancy or usefulness of each asset, reliability factors and actual need. Questions were raised about possibilities other than purchase of equipment/vehicles – lease, contract, outsourcing of services, frequency of need or use, replacement cycles, and actual or demonstrated need, all of which are appropriate to consider in these budget requests. Are all present municipal services provided essential? Does the CIP include consideration of investments for the overall betterment of the Town? Specific questions were asked about the proposed server replacement, and whether cloud-based services might preclude that investment? Frankenburg responded that this was a placeholder for some form of needed upgrade, but even if kept in the CIP, did not necessarily mean that a server was a predefined solution at that point in time, and that we would be investigating all options for network-type needs/costs/efficiencies.

The Committee will offer a brief update to the Selectboard at the 11/24 meeting, focusing on efforts to date and preliminary assistance in the CIP process as illustrated by the draft spreadsheet. Next meetings will be on the regular schedule of the first and third Thursdays, December 3 and 17. With no other business, upon a motion by Williams, which was seconded by Denenberg and approved 4-0 (Graham had departed for another commitment), the meeting was adjourned at 5:10 P.M.

Respectfully submitted by Lee Krohn.