



Town of Shelburne, Vermont

CHARTERED 1763

P.O. BOX 88 5420 SHELBURNE ROAD SHELBURNE, VT 05482

Clerk/ Treasurer
(802) 985-5116

Town Manager
(802) 985-5111

Zoning & Planning
(802) 985-5118

Assessor
(802) 985-5115

Recreation
(802) 985-5110

FAX Number
(802) 985-9550

Pro-Tem Financial Advisory Committee Special Meeting Minutes, March 31, 2020

Present by teleconference or telephone: Don Porter, Roz Graham, Tom Denenberg, Catherine Collette, Ken Albert, Tim Williams; also Selectboard member Jaime Heins, Tom Tompkins, Gin Ferrara, VCAM, Finance Director Peter Frankenburg, Town Manager Lee Krohn.

Don Porter called the meeting to order at 4:00 P.M. with a roll call, introductions, and basic overview of this newly-formed committee's mission and purpose. It was noted that this was the first of what will likely be a continuing approach to virtual meetings under new state statute and current circumstances with COVID-19. There were no public comments on items not on the agenda.

Discussion followed on general topics and tasks to be analyzed and considered, including but not limited to the status of the current fiscal year budget; costs of providing essential services; projects than can be deferred; debt and other programs that must continue; outreach to the community; ways to help promote businesses that are still open and operating; collaboration with SBPA, as well as state and federal agencies; financial relief mechanisms that might be available; and possible financial assistance that might be offered or facilitated by the Town. Any possible actions or strategies must be vetted for legal, financial, and practical opportunities or constraints.

A local survey of open businesses was suggested, with possible PR to help promote; it was also noted that we might review the local business survey conducted by Ann Hogan in 2015.

A proposed workplan was reviewed, including assignments for which each committee member would take the lead.

Time is of the essence given current circumstances, and a desire to get some form of analytical guidance to the Selectboard within the next two weeks. Some tasks are already underway, including review of present fiscal position and a fresh look at next year's budget. The 2015 business survey and other other information as discovered or generated will be circulated to committee members.

Next meeting: Friday, April 3, 2020 at 4:00 P.M. Agenda and Zoom teleconference details will be distributed tomorrow.

Motion by Albert to adjourn at 5:10 P.M.; seconded by Williams and approved unanimously.

Respectfully submitted by Lee Krohn.

For the Committee

Date