

Shelburne Finance Committee Minutes

Thursday, October 5, 2023, Town Office Meeting Room 2 and online via Zoom

Quorum: Jeff Carr, Lee Suskin, Ken Albert in person. Don Porter via Zoom. Joan Lenes joined around 3:50. Aaron DeNamur, Peter Frankenburg, Matt Lawless representing staff. Luce Hillman representing the Selectboard.

The meeting came to order at 3:30pm. The committee agreed to the agenda by consent. The conflict of interest disclosure presented no problems. Mr. Suskin moved to approve the minutes from September 7th. Mr. Porter seconded. Mr. Carr added the minor edit that he was present. Carried on voice vote as amended.

Impact Fees Next Steps. *Mr. Carr moved a committee recommendation to staff and Selectboard to further explore and prepare an impact fee structure.* Mr. Suskin weighed the costs and benefits, that implementation not be too expensive. Mr. Carr encouraged use of CCRPC technical assistance. Mr. Suskin also expressed feedback from Shelburne Forward Together, that impact fees may increase housing costs and harm affordability. Mr. Albert 2nd. Carried on voice vote. A policy study may be done in the next year, with new revenues possible in FY 25-26.

Collaboration with CBCs. Mr. Porter shared a list of possible partners. Mr. Lawless endorsed it as helpful. Subject area committees do benefit and appreciate financial advice. Mr. Suskin raised the issue of Shelburne Forward Together alignment. The group discussed details of coordination with existing Town committees, to avoid duplication and keep new volunteers meaningfully engaged. *Ms. Hillman encouraged a Selectboard agenda topic to debrief and coordinate the VCRD results.* The group reviewed a list of Town committees and flagged several for financial coordination: Bike/Ped, Housing, Natural Resources, Parks & Rec, Library, Planning Commission. The utilities of water, wastewater, and stormwater benefit from Finance Committee coordination, and the group discussed a brief background of stormwater cost sharing policy. *Mr. Porter requested Finance Committee members volunteer to coordinate. Carr: RPC, fed. & state reps, and supporting Bond Bank, water, wastewater, stormwater. Hillman: Climate. Albert: Bike/Ped and Parks & Rec. Lenes: School District and state/federal grants. Suskin: Housing, Library. Porter: Natural Resources, Planning Commission, Bond Bank.* Mr. Suskin asked how to formally coordinate the work. *Mr. Lawless will make introductions between liaisons and committee chairs.*

Finance Committee Mission Statement. Mr. Porter presented a draft document. Ms. Hillman asked if such documents exist for all Town committees. Conditions vary widely. The group discussed the benefit of strategic alignment between Town vision, Selectboard priorities, and committee work plans. Mr. Frankenburg advised that the Finance Committee is most helpful in long-range planning and policy. No action: the document carries over to next meeting. Mr. Suskin asked if the Selectboard approves such mission statement.

Town Finance staff report: Mr. Frankenburg shared that the '22-'23 audit work is underway, targeted for December or January presentation. The \$1.1 million construction loan from Union Bank supports water meter work before the bond issue. CIP preparation.

Next meetings November 2 and December 7. Nicole Carpenter and Charlie Jones will discuss bike/ped infrastructure. The operating budget drafts will be important on agenda. Adjourned at 5:06pm.