

## **GTF Meeting Minutes Tuesday, August 29, 2023**

Attendees: Ray Seigfried, John Scheflen, Barbara Macklem, Steve Benigni, Bev Clendening, Lynda Kolski, Kate Threefoot

The meeting called to order at 7:35

Minutes for meeting on August 17 were approved with corrections.

### Information Meeting Calendar

Ray presented a draft schedule containing 10 meetings between October 5 and November 16. The meetings are all on Thursdays and Sundays, but this is flexible. Members of the Task Force are not expected to attend all meetings. There are many conflicts with this schedule.

#### *Discussion Notes:*

- To accommodate residents who are not able to attend a meeting, 10-15 minutes will be reserved at the end of each meeting for comments about matters that were not on the agenda for that meeting. Ordinance could be grouped by topic rather than numerically.
- After the information meetings are complete, the GTF will need to meet to consider the suggestions of residents.
- The Charter changes will have to be approved at TA followed by a referendum before enactment.
- We should focus on the Charter and any Ordinances that need to be considered at the same time, for example the new ordinance for Budget and Registration Committees and the Board of Assessors.
- Education on Ordinances may not be necessary since the ordinances need to be read at three TA meetings. It was decided that information meetings for changes to Ordinances will not be scheduled. Some Ordinances will not need an information session. Some ordinances can be presented as background and recommendations at TA meeting, followed by a limited discussion with a separate information session scheduled as needed.
- As a trial run in September, Ordinance 1 and 2 will be presented with a recommendation to repeal. A revised version of Ordinance #13 will be presented. These will all be first reading with a motion to repeal or revise.

### Ordinance on Monetary Funds

The present Monetary Funds policy bypasses a TA vote and/or referendum process and puts the administration of Funds in the hands of a Project Administrator and the Town Officers. This policy has never been operational.

According to Charter the Budget Committee prepares a budget for expenditure of ALL Village Funds. The Village may receive funds in the form of grants, gifts or endowments that are not a part of the regular budgeting process. These funds can come in at any time. It is unclear

whether the expenditure of these funds should be regulated by policy or ordinance. Currently grants such as the ARPA funds appear in the budget as non-discretionary spending.

Steve suggested that Charter section 8B should address the expenditure of monetary gifts. The suggested wording is "Receipt and disbursement of monetary gifts to the Village that occur subsequent to TA approval to submit the proposed budget for referendum will be governed by a policy regarding monetary gifts to the village approved by TA and posted on the Village web site." Charter Section 8 concerns the duties of the Budget Committee. It was decided that responsibility for monetary gifts should not be the responsibility of the Budget Committee.

*Discussion notes:*

- There was a concern about consistency with the Charter which states that "budget committee shall prepare ALL village funds." It was suggested that this should be changed to "funds related to the on-going operation of the village." John suggested adding an exception for the use of funds that are not specifically governed by federal state or county laws or, in the case of gifts or bequests, by the use specified by the donor.
- Central question: Should the guidelines for the expenditure of monetary gifts be included in the charter or written as a separate ordinance or policy? The consensus was that this belongs in an ordinance, but it is unclear how to incorporate the existing Policy on Monetary Funds.
- Restricted funds, such as grants and gifts for a specific project would not be included in this policy. The policy should handle gifts that are unrestricted or loosely restricted. A lawyer should be consulted about the wording of the policy.
- We need to review the policy that is in place before deciding if a new ordinance is needed or if the current policy should be revised.
- The Ordinance and Policy Sub-TF was asked to work on this issue before the next meeting.

Other Business

Ordinance15: We need to meet with Jennifer Borders concerning CPC proposal.

We need an extra meeting – September 14 - 7:30

Sept 5 – Advisory meeting, Ray will update the Advisory Committee and inform the committee that at the October 2 TA meeting, the GTF plans to outline our recommendations for changes and present a schedule for Information Sessions. In addition, the GTF plans to submit motions to repeal Ordinances #1 and #2 and to revise Ordinance #13.

Meeting adjourned at 9:10.