



Town of Shelburne Asset Management Committee
Meeting Minutes
June 4, 2019

Present: Chris Sharpe, Karen Mattatall, Nolan Young, Darren Shupe, Andrew Jones, Jay Pilzer, Dylan Heide, Grant Balsdon, Jane Crowell, Elizabeth Acker

Regrets: Danielle St. Louis, Matt MacInnis

1. **Meeting called to order:** 7:03 pm
2. **Approval of Agenda:** Motion to approve agenda made by Nolan, seconded by Jay. Motion carried.
3. **Minutes of Previous Meeting:** Motion to approve meeting minutes from April 4, 2019 made by Nolan, seconded by Elizabeth. Motion carried.
4. **Old Business:**
 - a. **Communications** – The CAO updated the group on the press releases that were issued following Council’s approval of the capital and operating budgets for 2019-20.
 - b. **Review of Other AM Process Updates – Facilities Management Overview; Disposal of Property Policy**

Discussion was held on the staff efforts to compile information on the Town’s facilities and buildings to help inform the Committee’s discussion. The new Council Policy on the Disposal of Property was also reviewed and the Committee determined that a meeting would be required to assess all Town-owned properties with the goal of identifying a short-list which could then be recommended to Council as having the potential to divest in the near-term.
5. **New Business:**
 - a. **Review of Upcoming Meetings** – There were no scheduled meetings to review between June 4th and June 18th.
6. **Next Meeting:** June 18, 2019, 7:00pm in Council Chambers
7. **Adjournment:** Nolan moved for adjournment at 8:30pm.