

DRAFT Minutes

Tax Structure Commission
Wednesday, November 6, 2019
1:00 P.M. – 4:00 P.M.
Lawrence Memorial Library
40 North Street, Bristol, VT

Present: Commissioners: Stephen Trenholm, Deb Brighton, Bram Kleppner; Staff Director: Sean Sheehan; Consultant to the Tax Structure Commission: Susan Mesner; Tax Department: Erin Hicks-Tibbles; Vermont League of Cities and Towns: Karen Horn; Vermont School Boards Association: Sue Ceglowski

1:15 P.M. Welcome – Stephen Trenholm, Commissioner – call to order

- Approval of minutes from 9/23/19 – Commissioner Kleppner moved, Commissioner Brighton seconded, all in favor.
- Review of agenda - no changes.

1:20 P.M. Work status update: demographics and public engagement

- Commissioners will meet via conference call on Wednesday, November 13, 2019 from 1-2PM to finalize the demographics paper and the press release.
- Mr. Sheehan will provide a commission update to the Joint Fiscal Committee at their next meeting on December 4, 2019.

2:00 P.M. Commission discussion on education finance

- Commissioners reviewed the memo from Kirby Keeton of the Vermont Tax Department on Prorating a Property Tax Adjustment.
- Commissioners discussed previous testimony and feedback as well as the Commissioners' efforts to bucket testimony and stakeholder recommendations into key topics. Commissioners clarified that staff should focus on high-level paper and that purpose of bucketing was 1) to crosscheck that major topics aren't overlooked, and 2) to have in organized format when Commission approached final report.
- Commissioners instructed staff to draft education finance paper as outlined in one-page draft overview.
- Commissioners discussed possible agenda items and invitees for next meeting as well as process for developing and refining future meeting agendas.
- Commissioners discussed initial responses to the stakeholder survey and asked Mr. Sheehan to append future responses to the same document in a different color font.

3:40 PM Next meeting date and agenda

- **Wednesday, November 13, 2019** from 1:00 – 2:00 PM in the Joint Fiscal Office conference room. The Commissioners will call in. Agenda items: finalize demographics paper and related press release.

- **Wednesday, December 11, 2019** from 1:00 P.M. – 4:00 P.M. in the Ethan Allen Room in the State House. Agenda and invitees to be confirmed in coming weeks.

3:45 P.M. Adjourn by consensus

Respectfully submitted by,

Sorsha Anderson
Staff Associate, Joint Fiscal Office