

Spencer Finance Committee  
February 28, 2023, 7:00 PM  
Spencer Town Hall, McCourt Social Hall  
157 Main Street, Spencer, MA 01562

**Please join my meeting from your computer, tablet or smartphone.**

<https://www.gotomeet.me/TownofSpencerMA/finance-committee>

**You can also dial in using your phone.** United States (Toll

Free): [1 877 309 2073](tel:18773092073) **Access Code:** 242-835-725

The meeting may be viewed on Spencer Cable Access channel 194 or at SCATV.org.

**Minutes**

1) Call meeting to order; 7:01 PM

Members attending: Mary Braney; Chair, Chris Woodbury; Vice Chair, Bill Wall; Clerk, Mike Grames, Paul McLaughlin, Charles O'Connor, Ed Sproul, Nancy Tame (R), Jonathan Viner, Jeff Bridges; Town Administrator, and Bill Shemeth; Town Moderator. Not present Chris Bowen and Virginia Davidson. (R) = Remote.

2) Announcement: The meeting will be held in person however members may opt to participate remotely per updated guidance. For this meeting, should any member choose to participate remotely all votes will be taken by roll call in accordance with Regulation 940, CMR 29.10 of the Open Meeting Law.

3) Minutes of January 24, 2023, meeting

Ed Sproul made a motion to approve the minutes as written, Mike Grames seconded the motion. On a roll call vote, MB-Aye, CW-Aye, BW-Aye, MG-Aye, PM-Aye, CO-Aye, ES-Aye, NT-Aye, JV-Aye. The motion passed.

4) Correspondence - None

5) Representative Reports SEBRSC –Ed Sproul

The school district continues to work on the 2024 budget.

DPHS School Building Committee – Mary Braney

The committee met with the selected construction manager, Fontaine Bros, as well as several of the towns department heads.

Cable Contract Advisory Committee – Nancy Tame

The new cable contract has been approved by the BOS.

CIPC – Chris Woodbury

The committee has met and has started the process of reviewing all capital requests for 2024.

6) Old Business FMPC Project

a) Aquiline Payment Analysis

b) Summer 2022 Paving Project Breakdown

After discussion on the documents provided for these two items a motion was made by Charles O'Connor and seconded by Jonathan Viner to table this discussion until after the budget process is complete. On a roll call vote all were in favor.

c) Solar Project spreadsheet

Charles O'Connor made a motion to hold this report to give the members time to review and wait till after the budget process was complete. Mike Grames seconded the motion and on a roll call vote all were in favor.

d) SEBRSD Management Letter

As of yet the committee has not seen this letter.

7) New Business

a) Request for Reserve Fund Transfer for Town Counsel legal expenses

After discussion Charles O'Connor made a motion to authorize the transfer, Paul McLaughlin seconded the motion

and on a roll call vote all were in favor.

b) Green Communities Grant Award

The town has been awarded \$170,355 for weatherization projects at selected town buildings.

8) Town Administrator's Report

a) Budget presentation

The budget is still in process. This year is a challenge due to 4 labor contracts that are due for renewal and escalating utility costs.

b) Discussion of state budget outlook

Too early to tell though there seems to still be a lot of money that is available.

9) Any other

Bill Shemeth commended Jeff Bridges on all of the budget documents for the current fiscal year that the finance committee is getting on a regular basis.

Charles O'Connor suggested that Mary Braney should take advantage of the vice chair, Chris Woodbury when she is traveling.

Charles O'Connor nominated Alain Boucher, retired Town Accountant for her service to the town even after retirement. He also made a motion for the finance committee to vote on the nomination. Mike Grames seconded the motion. On a roll call vote, , MB-Aye, CW-Aye, MG-Aye, PM-Aye, CO-Aye, ES-Aye, NT-Aye, JV-Aye, BW-Abstained. The motion passed.

10) Adjourn: 8:42 pm

Paul McLaughlin made the motion, Ed Sproul seconded. On a roll call vote all were in favor.

Upcoming Finance Committee Meetings

Mar. 14, 2023: **Finance Committee - Joint with Board of Selectmen – 7PM:** Budget presentations from Fire, Police, Parks & Rec, ODIS, and Bay Path RVTHS

Mar. 21, 2023: **Finance Committee– Joint with Board of Selectmen:** Budget presentations from SEBRSD, Treasurer/Collector, Town Clerk, Assessor, COA, Library

Mar. 28, 2023: **Finance Committee - Joint with Board of Selectmen: 7PM -** Budget Presentations from Utilities & Facilities (Water, Highway, Transfer Station), Sewer; Review ATM Warrant

Apr. 11, 2023: **Finance Committee: Public Hearing on FY2024 Budget** and Vote Recommendations on Annual Town Meeting Warrant

May 04, 2023: **Annual Town Meeting**

May 09, 2023: **Annual Town Election**

Other Dates FYI: Mar. 2, 2023: Initial SEBRSD Budget due to the Towns per the District Agreement (tentative)

Mar. 7, 2023: SEBRSD Committee Budget Public Hearing – Adoption of 2024 Budget (tentative)

Documents referenced: Request for a transfer from finance committee funds dated 2/17/23 from the Town Administrator, Cover letter from the Town Administrator dated 2/15/23, FMPC Aquiline Drainage Payment Analysis, Funding breakdown for P.J. Albert 2022 townwide paving contract, The spreadsheet on the current Pilot programs that the town has currently, Commonwealth of Mass: Department of Energy Letter of 1/3/23, Treasurers report for 1/31/23, The monthly budget reports through January 2023 for revenues and expenditures.

Provided but not referenced: 15 documents listed on the Project #180419: FMPC – Townwide Drainage Improvements Documents.

Respectfully submitted,  
William J Wall, Jr