

Spencer Finance Committee
June 19, 2018 7:00 PM
Spencer Town Hall
157 Main Street, Spencer, MA
Conference Room A
Minutes

Call meeting to order: 7:00 p.m.

Members present: Mary Braney, Chair, Paul McLaughlin, Vice Chair, Nancy Herholz, Clerk, Bill Wall, Tom Parker, Paul Bouvier, Chris Bowen & Chris Woodbury

Announcement: No members are participating remotely in accordance with Regulation 940, CMR 29.10 of the Open Meeting Law

Minutes of May 15, 2018 meeting

Motion to approve as written: Paul Bouvier

Second: Paul McLaughlin

Approved: Unanimous

Correspondence: *The Beacon*

Liaison Reports

Economic Development Committee (Chris Woodbury)

Reported that John Stevens continues working on flags and flowers for the downtown area and waiting on proposal for watering of the flowers; Spencer is approved for Opportunity Zone Designation for the entire downtown; provides tax or low cost loan assistance for new businesses from the Federal Government, with hopes of generating/attracting new businesses to the downtown area.

Discussion, comments and questions

SEBRSC Regional Agreement (Lease) Review Committee (Mary Braney): Spencer's representation is Warren Monette, Mary Braney & William Shemeth. Committee met May 8, 2018, Mary did not attend the meeting; Bill Shemeth did and reported that the first meeting was mainly introduction/informational; discussion included the need for a new agreement, determining the correct/appropriate language, as the original is 20+ years old; Mass Association Regional Schools did a demonstration to show a list of standardize recommendations as to how an agreement should read.. East Brookfield has a Citizens Committee which is working on it's recommendations and will be available once complete.

Discussion, comments and questions

SEBRSC (Bill Shemeth) : reported that June 12th was the final meeting for this school year;

video shown of the East Brookfield student's trip to Washington, D.C.; new superintendent to start July 1, 2018 (Paul Haughey); Gary Suter, business manager reported that they exceeded net school spending requirement by \$700,000.00 (seven hundred thousand dollars); Transfer was made from E&D fund to offset private & collaborative tuition--Select Board voted to waive 45 day requirement in order to expedite the committees spending a portion of their E & D (free cash) on capital expenses; Committee made various movements toward funding \$40,000.00 for literacy program; boiler repairs to be done during summer months; The committee has finished its review of the Policy Manual and looks to update job descriptions.

Discussion, comments and questions

Town Administrator : Thomas Gregory reported that funds calculated for the deficit in early April, had not anticipated another storm later in that month, which required additional spending from that account. After the transfer, authorized by Town Meeting, there still remains a current-year deficit of \$3,644. "General Laws, Chapter 44, Section 31D, as amended in 2016 by the Municipal Modernization Act, allows a municipality to incur liability and make expenditures in any fiscal year in excess of available appropriations for snow and ice removal, provide that such expenditures are approved by the Chief Administrative Officer. This deficit will be certified to the Board of Assessors and raised on the FY2019 tax rate recapitulation sheet in conformance with the statute."

Review and Act on Year-End Account Transfer Requests per MGL Ch. 44, Section 33B

The following require votes of Board of Selectmen and Finance Committee:

(1) Transfer \$40,000 from Water Department Salaries Account (#015-15000-51000) to Water Department Expenses Account (#015-15000- 57000)

Motion to approve transfer: Chris Bowen
Second: Tom Parker
Approved: Unanimous

(2) Transfer \$5,500 from Transfer Station Salaries Account (#010-11433- 51000) to Transfer Station Expenses Account (#010-11433-57000)

Motion to approve transfer: Tom Parker
Second: Chris Woodbury
Approved: Unanimous

(3) Transfer \$18,000 from the Fire Department Salaries Account (#010-1122051000) to Fire Department Expenses Account (#010-11220-57000)

Motion to approve transfer: Chris Woodbury
Second: Tom Parker
Approved: Unanimous

(4) Transfer \$1,750 from Elections Salaries Account (#010-11162-51000) to Town Clerk Expenses Account (#010-11162-57000) ii)

Motion to approve transfer: Chris Bowen

Second: Paul Bouvier

Approved: Unanimous

(5) Review and Act on Reserve Fund Transfer request requires only Fincom approval. Transfer \$10,000 from the Reserve Fund (#11132-57000) to Town Counsel (#11151-57000)
Transfer \$10,000 from Reserve Fund (#11132-57000) to Town Counsel (#11151-57000) to cover an anticipated shortfall in Town Counsel expenses.

Motion to approve transfer: Bill Wall

Second: Chris Bowen

Approved: Unanimous

7) 3-5 year planning process update: Mary Braney & Gary Woodbury are members, stated a decision was made to wait until September, 2018 (after vacation season) to begin the planning process.

8) Continue review of Financial Policies document (Begin p.11)

See Chart for all of the committee recommendations

9) Any other : nothing further

10) Adjourn : 8:20 p.m.

Motion: Chris Bowen

Second: Tom Parker

Approved: Unanimous

Respectfully submitted;

Nancy E. Herholz

Next meeting(s):

August 15, 2018 7:00 p.m. (Tentative)

September 18, 2018 7:00 p.m.