

Spencer Finance Committee  
July 18, 2017 7:00 PM  
Conference Room A  
Minutes

**Call Meeting to order:** 7:02 p.m.

Finance Committee Members: Mary Braney, Chair, Paul McLaughlin, Vice Chair, Nancy Herholz, Clerk, Tom Parker, Kerry Keefe, Chris Woodbury, Paul Bouvier & Nancy Tame

Adam Gaudette, Town Administrator; Bill Shemeth, Ex Officio

No one noted as participating remotely in accordance with Regulation 940, CMR 29.10 of the Open Meeting Law

**Minutes of May 23, 2017 joint meeting with Board of Selectmen**

- Motion to accept Minutes as written: Tom Parker
- Second: Paul Bouvier
- Approved: Unanimous

Mary Braney welcomed returning members Nancy Tame

**Committee reorganization for FY2018**

Filling in as Chair, Bill Shemeth, Moderator, to lead nomination, acceptance & election of Chair

Chair

- Motion made by Nancy Herholz to nominate Mary Braney
- Second: Paul McLaughlin
- Accepted by: Mary Braney
- Approved: Unanimous

Bill Shemeth, Moderator resumed his attendance as Ex Officio

#### Vice Chair

- Motion made by Tom Parker to nominate Paul McLaughlin
- Second: Paul Bouvier
- Accepted by: Paul McLaughlin
- Approved: Unanimous

#### Clerk

- Motion made by Tom Parker to nominate Nancy Herholz
- Second: Kerry Keefe
- Accepted by: Nancy Herholz
- Approved: Unanimous

#### **Reappointment of Liaisons**

- Financial Management Planning Committee: Tom Parker & Paul McLaughlin
- Capital Improvement Planning Committee: Nancy Herholz
- SEBRSC: Bill Shemeth
- Building & Property Reuse Advisory Committee: Chris Bowen
- Landfill Solar Advisory Committee: Paul Bouvier

#### **Town Administrator Selection Committee**

Finance Committee representative: Mary Braney, Chair

**Correspondence:** Renew membership with Massachusetts Assoc. of Town Finance

- Motion made by Nancy Tame to renew membership
- Second: Chris Woodbury
- Approved: Unanimous

## **Liaison Reports**

### **Financial Management Planning Committee**

Paul McLaughlin stated that Adam Gaudette presented a set up from a neighboring town for direction & discussion

**SEBRSC**: Bill Shemeth stated that the committee has appointed the Knox Trail principal as temporary superintendent upon the department of Dr. Crowe; Knox Trail principle will do both positions (principal & superintendent) while the search for a new superintendent is in process.

The District is pleased to see how the technology will increase and continues to explore new and updated technology; also, purchases have been made to upgrade technology and to meet "net school spending," i.e. books

Many new technologies/devices in the district which will help students build a foundation of knowledge in all areas of science, technology, engineering & math (STEM). District leaders aim to continue the momentum in future years by introducing the latest devices which are changing how students learn.

Discussion

### **Building & Property Reuse Advisory Committee:**

Reporting for Chris Bowen, Adam Gaudette stated that all properties under consideration (listed below) for feasibility studies, renovation or demolition were discussed. Pleasant Street School is slated for demolition, while the remaining properties options remain in discussion. Lake Street School being one that will be looked at as a possible redevelopment site (Draft Feasibility Study RFP Review); Sugden Block also

remains in discussion...no further decisions have been made at this point in time.

Properties being considered for reuse, sale or demolition are Mechanic Street Parking Lot, Lake Street School, Maple Street School (Building Needs Study Review) and the Sugden Block (to vote recommendation to BoS).

**Landfill Solar Advisory Committee:** Adam Gaudette reported that the feasibility study was complete and an RFP (Request for Proposal) had been completed and will soon be advertised in the open bidding process.

**Focus Group Facilitation Sub-Committee:**

Mary Braney, Bill Shemeth & Kerry Keefe stated that the first meeting was mainly organizational; preparing to set-up and meet with town department heads and other groups as information develops; also stated was that when future meetings are to be held, they will be advertised so as to maximize attendance, input and town participation.

**Community Survey Facilitation Sub-Committee:**

Tom Parker & Chris Woodbury reported that the committee had met and was in the process of putting together the community survey.

**"2003 Spencer Master Plan"**

Paul Bouvier is reviewing the plan, stating that after initial review the plan is obviously outdated; review process continues.

Discussion, questions, comments, observations & opinions from members

**Any other:** no further business

**Adjourned: 8:12 p.m.**

Motion to adjourn: Paul Bouvier  
Second: Tom Parker

Approved: Unanimous

Respectfully Submitted;

*Nancy E Herholz*

Next regular Finance Committee meeting August 15, 2017,  
7:00 p.m.

Next Focus Group subcommittee: July 26, 2017 6:30 p.m.

Survey subcommittee: July 26, 2017